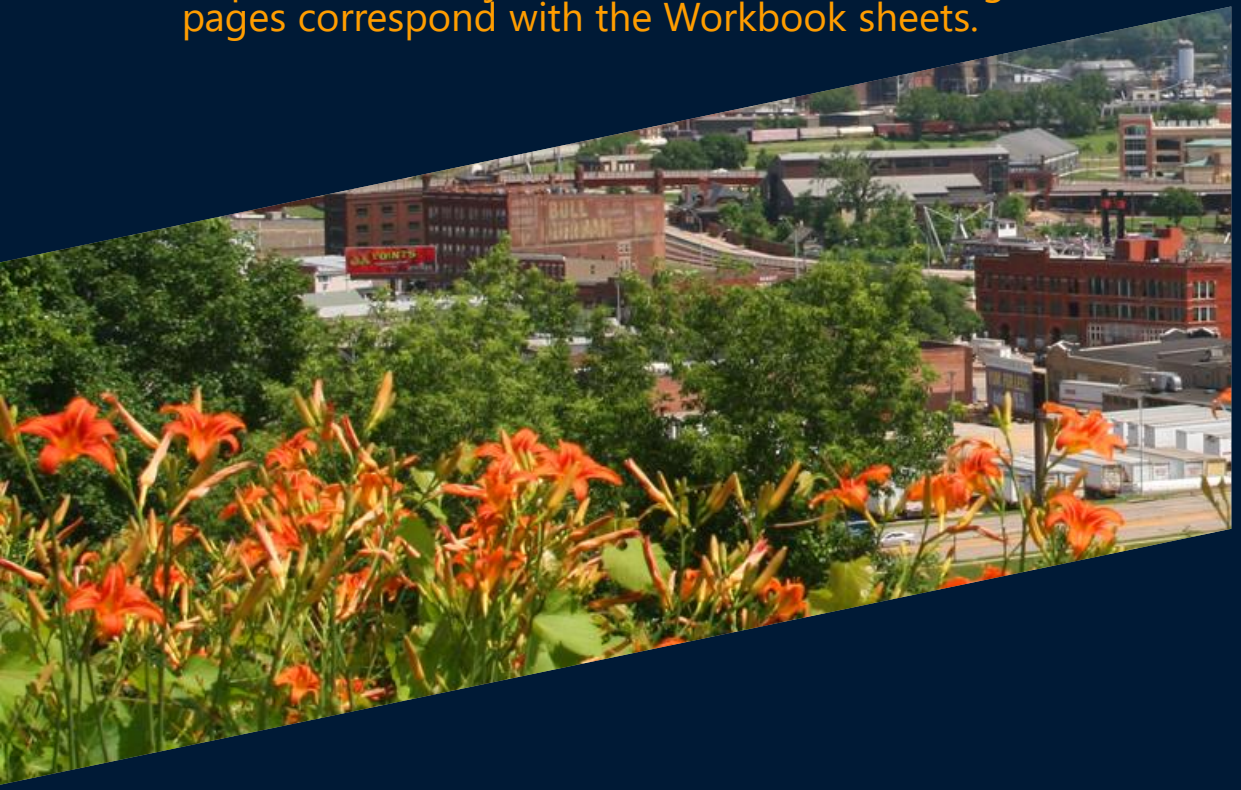
Project Workbook Instructions

SUDAS 2023 Edition
with City Supplemental
Specifications

THE CITY OF
DUBUQUE
Masterpiece on the Mississippi

WELCOME!

The purpose of this presentation is to provide guidance for users to navigate and utilize the new SUDAS 2023 Edition of the Engineering Department's Project Workbook. The following pages correspond with the Workbook sheets.



File Location

Resources for Contractors, Engineers, & Developers

The latest version of the Engineering Department's Project Workbook can be downloaded from the City Engineering Department webpage, within the "Resources for Contractors, Engineers, & Developers" link. The workbook and these instructions can be located under the "City Standard Forms" section.

Link to Webpage:

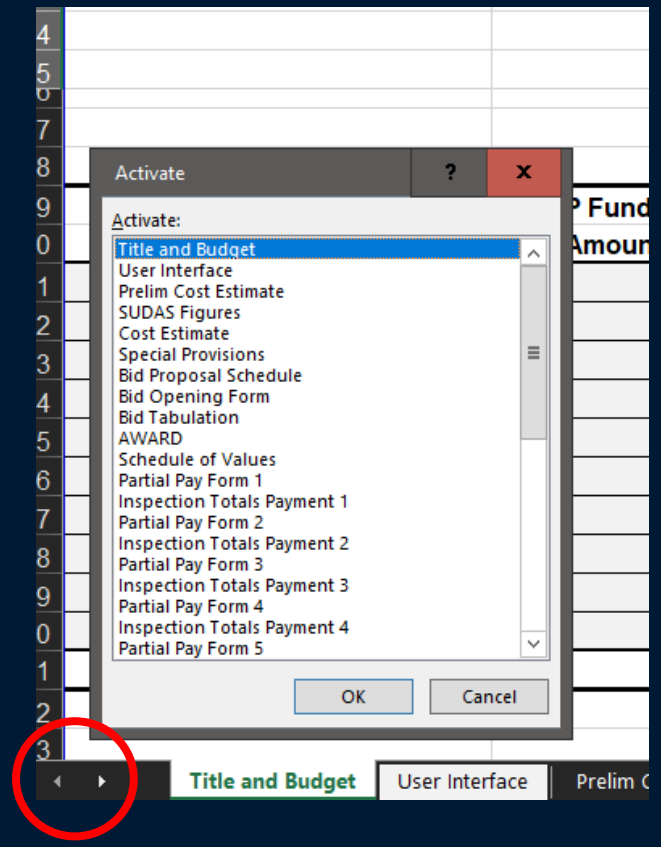
- https://www.cityofdubuque.org/2817/Resources-for-Contractors-Engineers-Deve#City%20Standard%20Forms

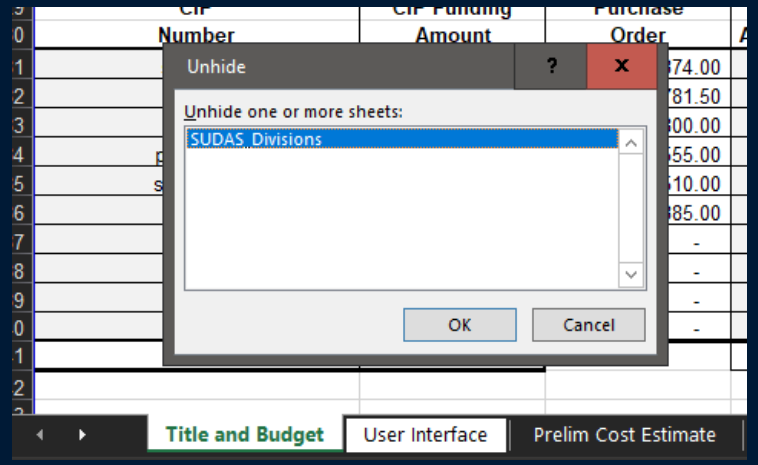
General Navigation

List of Workbook Sheets:

- Title Sheet and Funding
- User Interface
- Prelim Cost Estimate
- SUDAS Figures
- Cost Estimate
- Special Provisions
- Bid Proposal Schedule
- Bid Opening Form
- Bid Tabulation
- AWARD
- Schedule of Values
- Partial Pay Form #1 - #14
- Inspection Totals Payment #1 - #14
- Contract Reconciliation Form
- Close out Form
- Retainage Pay Form

Highlighted forms shall accompany memorandums to Council. See notes on respective slide for additional information.





For easier navigation between tabs, right click arrows in bottom left of screen for sheet activation list. Double click on desired sheet to activate.

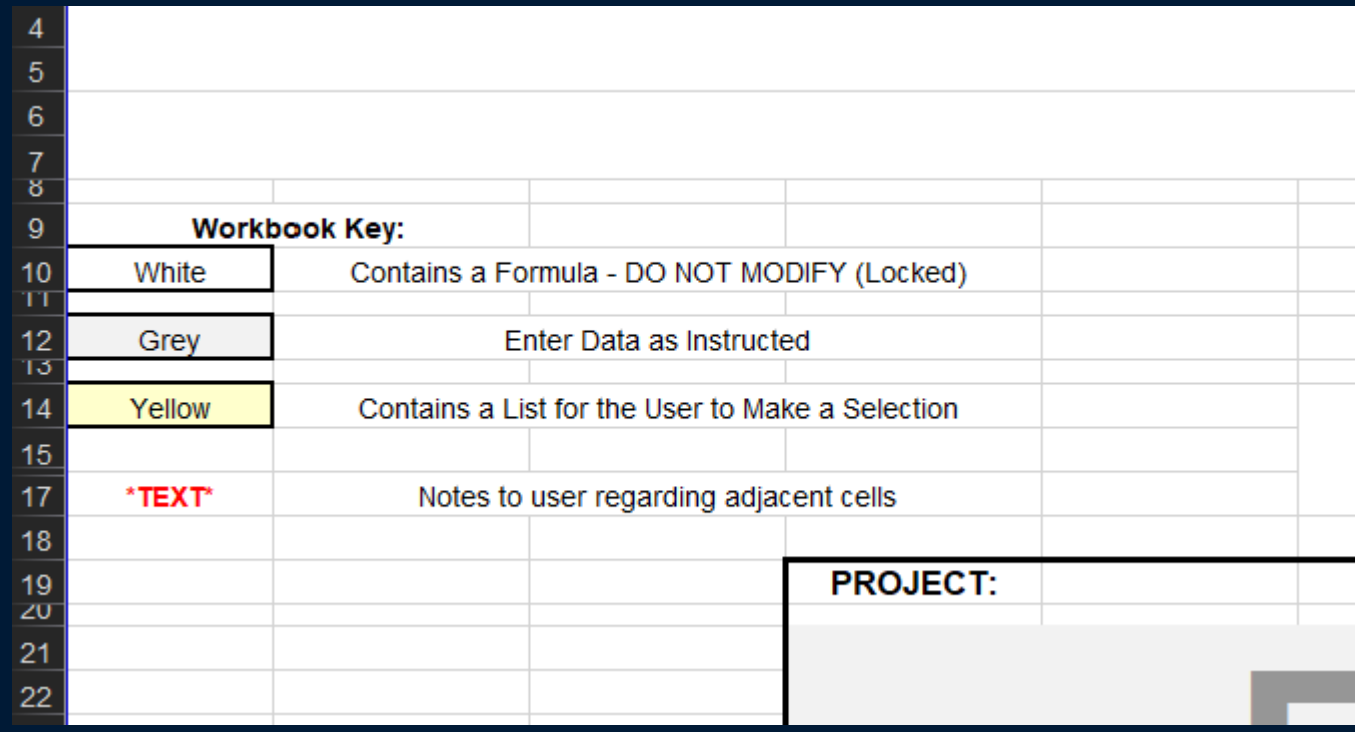
Note: Unused tabs may be hidden if desired by right clicking the tab and selecting "hide". Hidden tabs may be unhidden at any time by right clicking any tab and selecting "unhide" to see list of hidden tabs. Partial Pay Forms and Inspection Forms #4-#14 have been hidden for convenience and may be unhidden as needed.

General Navigation

Workbook Key

Cells within project workbook are generally color coded to indicate user entry versus locked cells. Workbook cell key can be found under the “Title Sheet and Funding” sheet of the workbook.

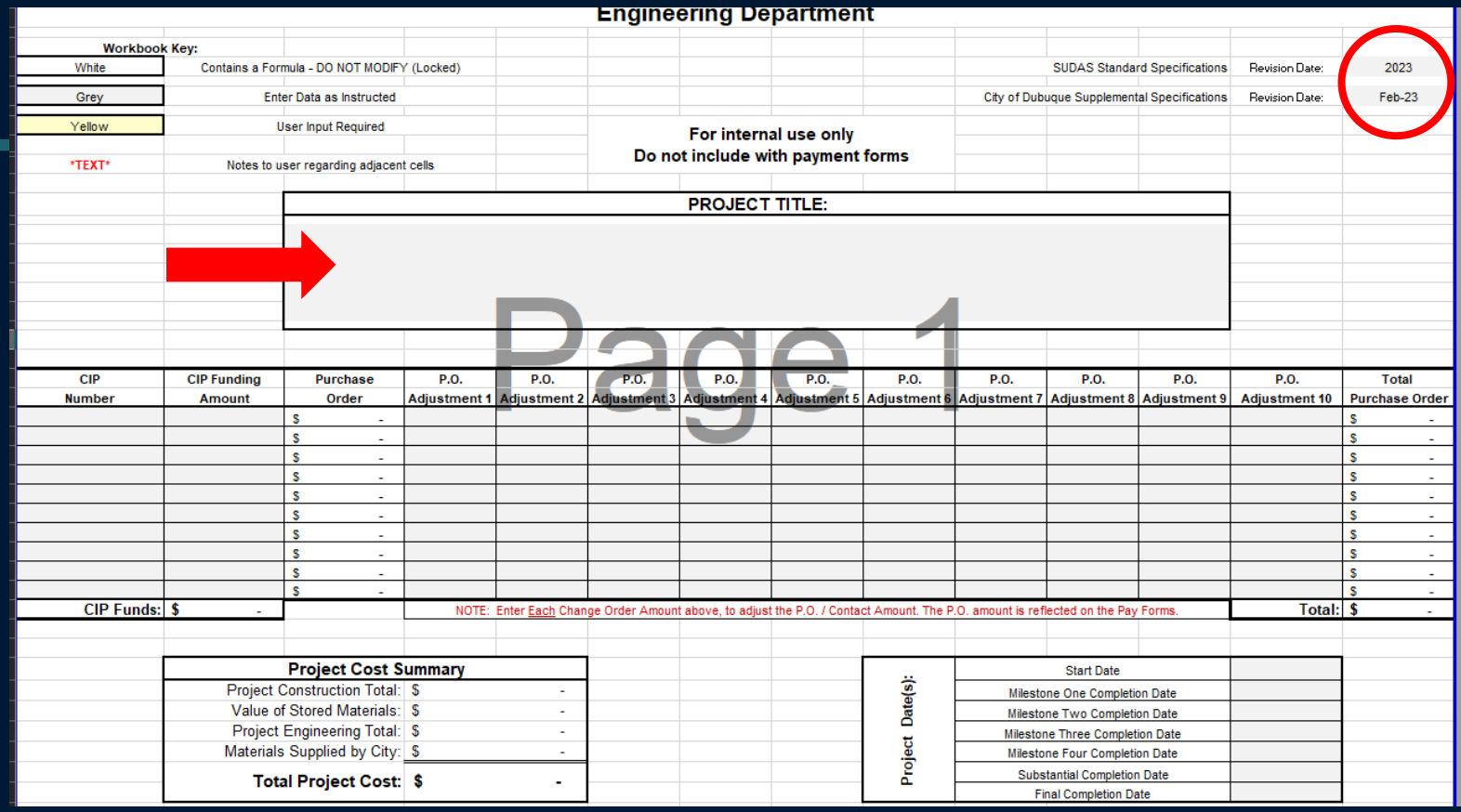
Additional notes and instructions for specific cells can be found throughout the workbook in the respective locations.



Title Sheet and Budget

Overview

- Information input on this sheet will automatically populate throughout project workbook; Do not revise project information in any other locations of the workbook
- Enter project specification information in top right
- Insert project title to carry forward to all other tabs within workbook
- See following slides for additional information regarding title sheet components
- Workbook Revision date will be noted in red in top tight of Title Sheet



Engineering Department

Workbook Key:				
White	Contains a Formula - DO NOT MODIFY (Locked)	SUDAS Standard Specifications	Revision Date:	2023
Grey	Enter Data as Instructed	City of Dubuque Supplemental Specifications	Revision Date:	Feb-23
Yellow	User Input Required			
TEXT	Notes to user regarding adjacent cells			

For internal use only
Do not include with payment forms

PROJECT TITLE:

Page 1

CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	$ -		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									Total:	$ -

Project Cost Summary	
Project Construction Total:	$ -
Value of Stored Materials:	$ -
Project Engineering Total:	$ -
Materials Supplied by City:	$ -
Total Project Cost:	**$ -**

Project Date(s):	
Start Date	
Milestone One Completion Date	
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	
Final Completion Date	

Title Sheet and Budget

Budget Information

- Input known CIP funding sources and amount to be used for project
- CIP Funding Amount should be for the entire CIP, not just project related costs

CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
1234567890	$ 200,000.00	$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	**$ 200,000.00**		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									**Total:**	**$ -**

Project Cost Summary	
Project Construction Total:	$ -
Value of Stored Materials:	$ -
Project Engineering Total:	$ -
Materials Supplied by City:	$ -
Total Project Cost:	**$ -**

Project Date(s):	
Start Date	01-Jan-23
Milestone One Completion Date	01-Jun-23
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	01-Aug-23
Final Completion Date	01-Sep-23

Title Sheet and Budget

P.O. Information

- Purchase Order amount will automatically populate after project is bid and awarded with the awarded contractor totals
- PO Adjustments to be input as Change Orders or bid item overages occur throughout the project workbook
- Total Purchase Order will automatically sum original PO amount and any PO adjustments and will be used in the partial pay forms

CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
1234567890	$ 200,000.00	$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	**$ 200,000.00**		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									**Total:**	**$ -**

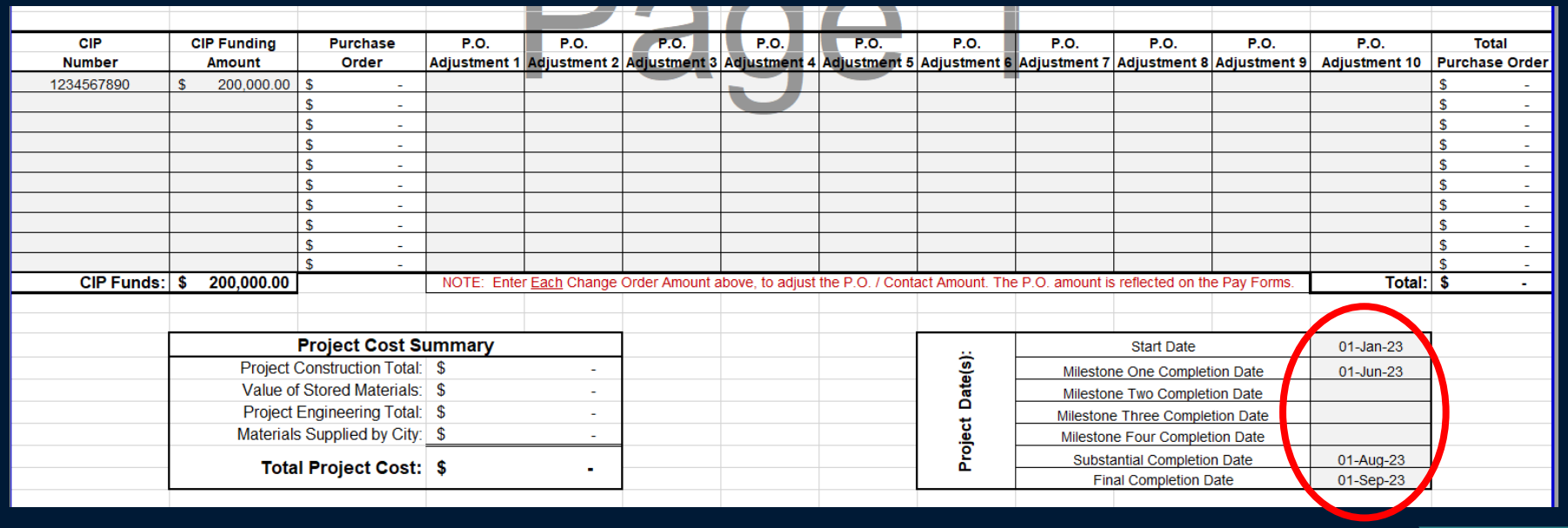
Project Cost Summary	
Project Construction Total:	$ -
Value of Stored Materials:	$ -
Project Engineering Total:	$ -
Materials Supplied by City:	$ -
Total Project Cost:	**$ -**

Project Date(s):	
Start Date	01-Jan-23
Milestone One Completion Date	01-Jun-23
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	01-Aug-23
Final Completion Date	01-Sep-23

Title Sheet and Budget

Project Dates

- Insert project milestones as applicable



CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
1234567890	$ 200,000.00	$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	$ 200,000.00		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									Total:	$ -

Project Cost Summary	
Project Construction Total:	$ -
Value of Stored Materials:	$ -
Project Engineering Total:	$ -
Materials Supplied by City:	$ -
Total Project Cost:	**$ -**

Project Date(s):	
Start Date	01-Jan-23
Milestone One Completion Date	01-Jun-23
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	01-Aug-23
Final Completion Date	01-Sep-23

Title Sheet and Budget

Project Cost Summary

- Costs will automatically populate as information is input in other workbook sheets

Page 1

CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
1234567890	$ 200,000.00	$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	**$ 200,000.00**		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									**Total:**	**$ -**

Project Cost Summary	
Project Construction Total:	$ -
Value of Stored Materials:	$ -
Project Engineering Total:	$ -
Materials Supplied by City:	$ -
Total Project Cost:	**$ -**

Project Date(s):	
Start Date	01-Jan-23
Milestone One Completion Date	01-Jun-23
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	01-Aug-23
Final Completion Date	01-Sep-23

User Interface

SUDAS Base Bid Item Selection

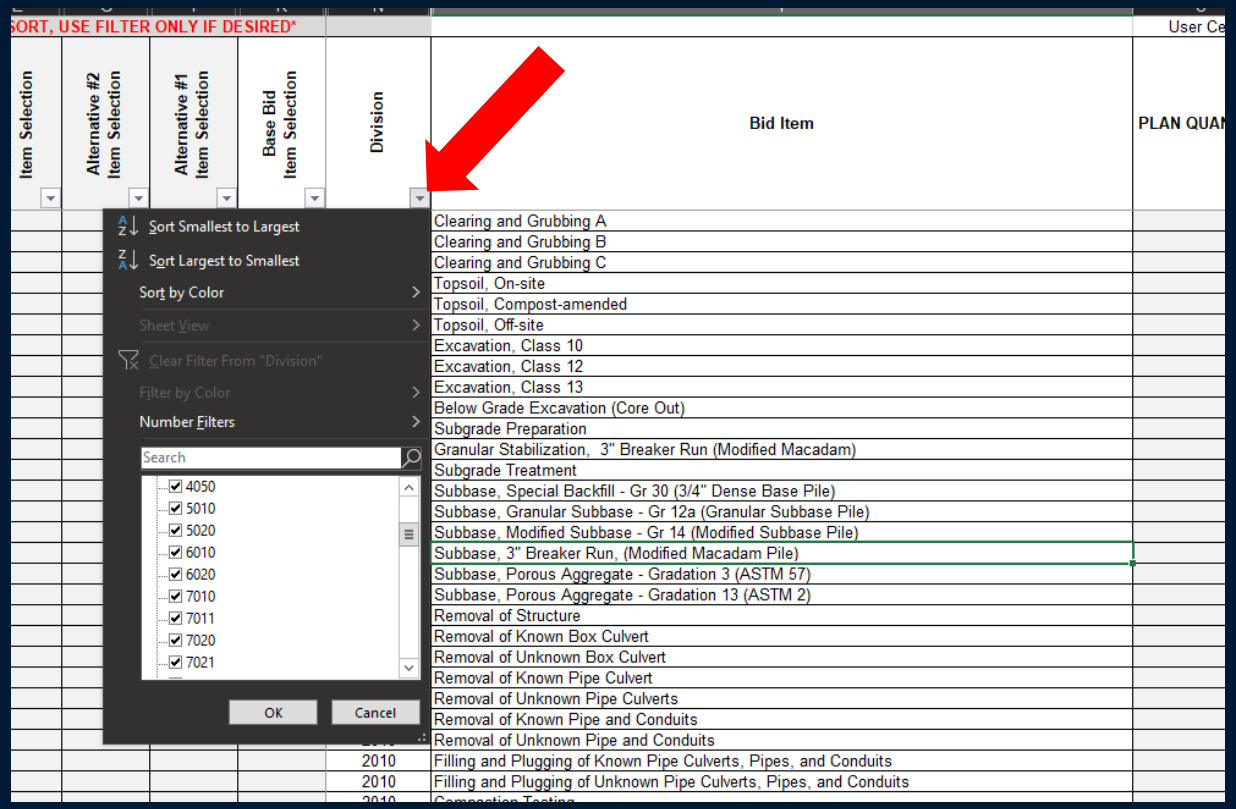
- User Interface sheet of the workbook will provide a list of the standard line items in accordance with the 2023 edition of SUDAS Specifications and the City of Dubuque Supplemental Specifications.
- Utilize the Base Bid Item Selection column by inputting a “y” or “Y” to identify line items that are desired to be used for the project.

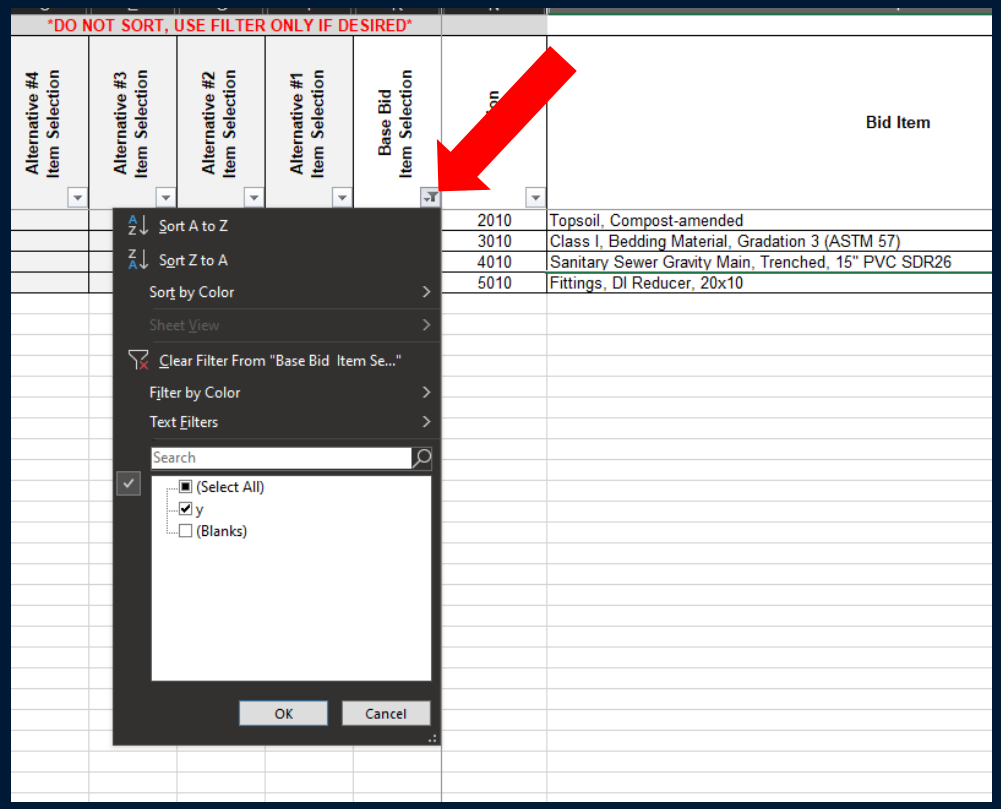
A	C	E	G	I	K	N	T	U	V	W	X	Y
DO NOT SORT, USE FILTER ONLY IF DESIRED											*USE FOR PROJECT SPECIAL PROVISIONS AS NEEDED*	
Alternative #5 Item Selection	Alternative #4 Item Selection	Alternative #3 Item Selection	Alternative #2 Item Selection	Alternative #1 Item Selection	Base Bid Item Selection	Division	Bid Item	PLAN QUANTITY	UNITS	UNIT PRICE	BID ITEM SPECIAL PROVISIONS	Current Rev
						2010	Clearing and Grubbing A		UNIT			2023
						2010	Clearing and Grubbing B		AC			2023
						2010	Clearing and Grubbing C		LS			2023
						2010	Topsoil, On-site		CY			2023
						2010	Topsoil, Compost-amended		CY			2023
						2010	Topsoil, Off-site		CY			2023
						2010	Excavation, Class 10		CY			Supp
						2010	Excavation, Class 12		CY			Supp
						2010	Excavation, Class 13		CY			Supp
						2010	Below Grade Excavation (Core Out)		TON			Supp
						2010	Subgrade Preparation		SY			2023
						2010	Granular Stabilization, 3" Breaker Run (Modified Macadam)		TON			2023
						2010	Subgrade Treatment		SY			2023
						2010	Subbase, Special Backfill - Gr 30 (3/4" Dense Base Pile)		TON			Supp
						2010	Subbase, Granular Subbase - Gr 12a (Granular Subbase Pile)		TON			Supp
						2010	Subbase, Modified Subbase - Gr 14 (Modified Subbase Pile)		TON			Supp
						2010	Subbase, 3" Breaker Run, (Modified Macadam Pile)		TON			Supp
						2010	Subbase, Porous Aggregate - Gradation 3 (ASTM 57)		TON			Supp
						2010	Subbase, Porous Aggregate - Gradation 13 (ASTM 2)		TON			Supp
						2010	Removal of Structure		EA			2023
						2010	Removal of Known Box Culvert		LF			2023
						2010	Removal of Unknown Box Culvert		LF			2023

User Interface

SUDAS Bid Item Selection

- For ease of navigation, filters have been provided in order to isolate line items by the respective SUDAS Specification Division or by those items that have been selected for use.





User Interface

Alternate Bid Item Selection

- As with the Base Bid Item Selection, user may select line items to utilize up to 5 Alternative Bids
- Worksheet will allow up to 20 Alternate line items to be selected for each Alternative Bid.

DO NOT RT, US LTER ON F DESIRED

User Cell

Alternative #5 Item Selection	Alternative #4 Item Selection	Alternative #3 Item Selection	Alternative #2 Item Selection	Alternative #1 Item Selection	Base Bid Item Selection	Division	Bid Item	PLAN QUANTITY
						9040	Erosion Control Mulching, Conventional Mulching, by LS	
						9040	Erosion Control Mulching, Hydromulching, by SF	
						9040	Erosion Control Mulching, Hydromulching, by SY	
						9040	Erosion Control Mulching, Hydromulching, by AC	
						9040	Erosion Control Mulching, Hydromulching, by LS	
						9040	Turf Reinforcement Mats, by SF	
						9040	Turf Reinforcement Mats, by SY	
						9040	Turf Reinforcement Mats, by AC	
						9040	Turf Reinforcement Mats, by LS	
						9040	Turf Reinforcement Mats, by SQ	
						9040	Surface Roughening, by SF	
y						9040	Surface Roughening, by SY	
		y				9040	Surface Roughening, by AC	
				y		9040	Surface Roughening, by LS	
	y		y			9040	Inlet Protection Device, Installation	
						9040	Inlet Protection Device, Maintenance	
						9040	Flow Transition Mat, by SF	
						9040	Flow Transition Mat, by SY	
						9040	Flow Transition Mat, by AC	
						9040	Flow Transition Mat, by LS	
						9040	End of Season Temporary Erosion Control, by SF	
						9040	End of Season Temporary Erosion Control, by SY	
						9040	End of Season Temporary Erosion Control, by AC	
						9040	End of Season Temporary Erosion Control, by LS	
						9050	Gabions	
						9050	Revet Mattresses	

User Interface

Alternate Bid Item Selection

- Selected alternate line items in the standard list will automatically populate in the lower sections of the list under the respective alternate division
- In order for the alternate line item to be carried forward through the spreadsheet, the user must select the alternate item again under the “Base Bid Item Selection” column under the appropriate alternate division.

ONLY IF DESIRED*				User Cell		Use
Alternative #1 Item Selection	Base Bid Item Selection	Division	Bid Item	PLAN QUANTITY	UNITS	UNIT
		Alt1	Water Main, with Casing Pipe, Trenchless, DIP, 16"		LF	
		Alt1	DLW4: Dotted Line (White)		STA	
		Alt1	Surface Roughening, by LS		LS	
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt1				
		Alt2	Inlet Protection Device, Installation		EA	
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				
		Alt2				

User Interface

Non-Standard, Project Specific Line Items

- The worksheet provides up to 20 rows for the user to add any non-standard, project specific line items under the “SP” division.
- Please note, the use of these rows will require the user to provide an additional specification or special provision description for each respective custom line item that is included.

Base Bid Item Selection	Division	Bid Item	PLAN QUANTITY	UNITS	UNIT PRIC
	11020	Mobilization		LS	
	11030	Maintenance of Postal Service		LS	
	11030	Maintenance of Solid Waste Collection		LS	
	11040	Temporary Pedestrian Residential Access		SY	
	11040	Temporary Granular Sidewalk		SY	
	11040	Temporary Longitudinal Channelizing Device		LF	
	11050	Concrete Washout		LS	
	12010	Minor Wastewater Lift Station		LS	
	SP				
	SP				
	SP				
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	SP				
	SP				
	SP				
	SP				
	SP	Water Storage Reservoir		LS	
	SP	Water Booster Station		LS	
	SP	Engine Generator		LS	
	SP	Transformer Pad		LS	
	SP	Electrical Service		LS	
	SP	Property Acquisition		AC	

Manually input non-standard, project specific line items as needed. Additional Specifications or Special Provisions will be required if utiliizing these items.

User Interface

Information input by the user in the Line Item Properties as described here will be carried forward through the subsequent cost estimating sheets.

Line Item Properties

After selecting base and/or alternate line items as described in previous slides, the indicated cells should be updated on the User Interface sheet as described below:

- Plan Quantity: User may manually input necessary line item quantity here, or place formula to reference working cells to right of sheet.
  - Working Cells to Right: Up to 40 additional cells have been added for user to perform calculations or track quantities per plan sheet, if desired.
- Unit Price: User shall input desired line item unit price for cost estimate here.
- Bid Item Special Provisions: Location provided for user to modify the Standard SUDAS or City Supplemental Specifications on a project specific basis, as needed. Verbiage input in these cells will automatically populate in the Special Provisions sheet of the workbook for items that have a bid item number. Workbook has limit of 250 characters for special provision verbiage. If more is needed, provide reference to a note on the plans providing the additional requirements.
- Current Rev: Cell indicates the specification to reference for the line item measurement and payment requirements.
  - "2023" indicates standard SUDAS requirements with no revisions.
  - "Supp" indicates the line item has been modified by the City's Supplemental Specifications.
  - "IDOT" indicates to refer to the indicated section of latest edition of IDOT Road and Bridges Specification.
  - "N/A" indicates the line item requires a project specific specification for non-standard line items.
- Bid Item Estimate Reference Notes: Location provided for user to keep notes regarding line item, such as source of unit price or description of calculation method to determine quantity, if desired.

DO NOT SORT, USE FILTER ONLY IF DESIRED | *USE FOR PROJECT SPE PROVISIONS AS NEEDED* | *USE SIRED* | *USE IF DESIRED*

Alternative #5 Item Selection	Alternative #4 Item Selection	Alternative #3 Item Selection	Alternative #2 Item Selection	Alternative #1 Item Selection	Base Bid Item Selection	Division	Bid Item	PLAN QUANTITY	UNITS	UNIT PRICE	BID ITEM SPECIAL PROVISIONS	Current Rev	BID ITEM ESTIMATE REFERENCE NOTES	Extra Working Cells for User Quantity Calculations to right: Summed Sheet Totals below:	Sheet 1	Sheet 2	Sheet 3
					Y	2010	Topsoil, Compost-amended	1.00	CY			2023		0			
					Y	3010	Class I, Bedding Material, Gradation 3 (ASTM 57)	10.00	TON	$ 30.00		Supp	assumed x width by y height trench for length of sewer using z pcf unit weight to calculate tonnage	0			
					Y	4010	Sanitary Sewer Gravity Main with Casing Pipe, Trenched, 15" PVC SDR26	5.00	LF	$ 200.00	test project specific provision for line item	Supp		0			
					Y	5010	Fittings, DI Reducer, 12x10		EA			Supp		0			

Prelim Cost Estimate

This sheet was added for a quick formatted summary of initial project quantity take off and costs during the design phase of you project.

- Line items will populate if the item was selected “y” in User Interface Sheet; items with no quantity will show “0” under “Line No.” and will not populate further in the workbook. If an item is needed, user must enter quantity in the Bid Item Selection Sheet.
- Line item quantities, pricing, and notes input on User Interface Sheet will auto populate here for quick reference.
- User may adjust row height as desired for note visibility.
- Please take note, if an alternate line item was selected, this sheet will highlight yellow and item will be included in this sheets cost totals

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa

Preliminary Construction Cost Estimate

Project Title: TEST PROJECT (not linked to Title Sheet)

Date: 1-Feb-23

	Construction Estimate:	$ 470,570.00
10.00%	**Contingency:**	$ 47,057.00
15.00%	**Engineering:**	$ 70,585.50
	Preliminary Project Estimate:	$ 588,212.50

LINE NO.	DIVISION	REFERENCE NUMBER	DESCRIPTION	PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	BID ITEM ESTIMATE REERENCE NOTES
1	2010	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 6.00	$ 300.00	0
2	2010	2010-108-K-1	Removal of Structure	20.00	EA	$ 500.00	$ 10,000.00	0
0	4010	4010-108-B-1	Sanitary Sewer Gravity Main with Casing Pipe, Trenched, 18" PVC (PS115)	0.00	LF	$ 75.00	$ -	0
3	4010	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 150.00	$ 30,000.00	0
0	4010	4010-108-U-0	Joint Restraint, Mega lug, 4"	0.00	EA	$ 125.00	$ -	0
4	5010	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 350.00	$ 700.00	0
5	6020	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Sea	42.00	VF	$ 50.00	$ 2,100.00	0
6	8010	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50.00	EA	$ 8,500.00	$ 425,000.00	0
7	8020	8020-108-B-0	DLW4: Dotted Line (White)	1.00	STA	$ 20.00	$ 20.00	0
8	9040	9040-108-N-1	Silt Fence or Silt Fence Ditch Check, Installation	1000.00	LF	$ 2.00	$ 2,000.00	0
0	11010	11010-108-A-0	Construction Survey	0.00	LS	$ 3,000.00	$ -	0
9	Alt1	8010-108-H-0	Conduit, HDPE, 4"	20.00	LF	$ 10.00	$ 200.00	0
0	Alt1	8020-108-B-0	SPW6: Sloped Curb 6" (White)	0.00	STA	$ 25.00	$ -	0
10	Alt1	9040-108-F-2	Wattles, Removal	500.00	LF	$ 0.50	$ 250.00	0
							$ -	

SUDAS Figures

SUDAS Details to be Referenced in Construction Plans

- Based on line item selection in User Interface sheet, certain details will automatically populate in table on left side of the sheet.
- These details should be referenced within the construction plan documents.
- Note: Relevant details will only populate here if the line item has both selection and a quantity to be assigned a bid item number in the cost estimate.

SUDAS STANDARD DETAILS USED IN PLANS (REFERENCE ONLY - FULL DETAIL LIST SHOWN TO RIGHT)

Detail		Description	Dubuque Supplemental Specification
3010.102	SW-102	Rigid Gravity Pipe Trench Bedding	Standard SUDAS
4010.202	SW-202	Sewage Air Release Valve Pit	Standard SUDAS
6010.301	SW-301	Circular Sanitary Sewer Manhole	Detail Modification
6010.507	SW-507	Single Open-throat Curb Intake, Small Box	Standard SUDAS
7010.102	PV-102	PCC Curb Details	Specification Modification

Page 1

Title and Budget | User Interface | Prelim Cost Estimate | SUDAS Figures | Cost Estimate | Special Provisions

SUDAS Figures

SUDAS Details to be Referenced in Construction Plans

- Not all details will be automatically selected or populated in the table on the left side.
- A full list of the SUDAS Standard Details is provided on the right side of the sheet.
  - The last column on the right indicates whether a detail is in accordance with the Standard SUDAS, or if it has been modified or replaced by the City's Supplemental Specifications.
- User may input "y" or "Y" under the "Manual Selection" column to include any additional or desired details to the table on the left for reference within the construction plan documents.

SUDAS STANDARD DETAILS

Manual Selection	Detail		Description	Dubuque Supplemental Specification
	2010.101		Details of Embankments and Rebuilding Embankments	Standard SUDAS
	2010.102		Designation of Roadway Earthwork Items	Standard SUDAS
	3010.101	SW-101	Trench Bedding and Backfill Zones	Standard SUDAS
	3010.102	SW-102	Rigid Gravity Pipe Trench Bedding	Standard SUDAS
	3010.103	SW-103	Flexible Gravity Pipe Trench Bedding	Standard SUDAS
	3010.104	SW-104	Pressure Pipe Trench Bedding	Standard SUDAS
	3010.105	SW-105	Miscellaneous Pipe Bedding	Standard SUDAS
	3010.901		Sewer Pipe Support Over Existing Utility Line	Standard SUDAS
	3010.902		Reinforced PCC Beam Utility Line Support	Standard SUDAS
	3010.903		Flowable Mortar Fill Utility Line Support	Standard SUDAS
	4010.201	SW-201	Sanitary Sewer Service Stub	Standard SUDAS
y	4010.202	SW-202	Sewage Air Release Valve Pit	Standard SUDAS
		W-203	Sanitary Sewer Cleanout	Specification Modification
			Relocate Sanitary Sewer Service in Conflict with New Sewer	Standard SUDAS
		W-211	Storm Sewer Pipe Connections	Standard SUDAS
			RCP Apron Section Footing	Standard SUDAS
			Circular Concrete Aprons	Standard SUDAS
			Arch and Elliptical Concrete Pipe Aprons	Standard SUDAS
	4030.224		Concrete Pipe Apron Guard	Standard SUDAS
	4030.225		Metal Pipe Aprons and Apron Guards	Standard SUDAS
	4040.231		Subdrains	Standard SUDAS
	4040.232		Subdrain Cleanouts	Standard SUDAS
	4040.233		Subdrain Outlets	Standard SUDAS
	5010.101	WM-101	Thrust Blocks	Specification Modification
	5010.102	WM-102	Tracer System	Detail Modification
	5010.901		Minimum Clearance Between Water Service and Structure	Standard SUDAS
	5020.201	WM-201	Fire Hydrant Assembly with Swivel Tee	Detail Modification
	5020.202	WM-202	Fire Hydrant Assembly with Std Tee	Detail Modification
	5020.203	WM-203	Yard Hydrant for Air Release	Detail Modification
	5020.204	WM-204	Fire Hydrant for Air Release	Detail Modification
	5020.205	WM-205	Manual Air Release in Manhole	Detail Modification
	5020.206	WM-206	Automatic Air Release in Manhole	Detail Modification
	6010.301	SW-301	Circular Sanitary Sewer Manhole	Detail Modification
	6010.302	SW-302	Rectangular Sanitary Sewer Manhole	Standard SUDAS
	6010.303	SW-303	Sanitary Sewer Manhole Over Existing Sewer	Specification Modification
	6010.304	SW-304	Rectangular Base/Circular Top Sanitary Sewer Manhole	Standard SUDAS
	6010.305	SW-305	Tee-section Sanitary Sewer Manhole	Specification Modification
	6010.306		Reserved for future use	Standard SUDAS
	6010.307	SW-307	External Drop Connection for Sanitary Sewer Manhole	Standard SUDAS

If desired or needed detail is not provided in list to be used in plans, manually input "y" or "Y" here to add detail to the list on the left.

Bid Proposal Schedule | Bid Opening Form | Bid Tabulation | AWARD | Schedule of Values | Partial Pay Form 1 | ...

Cost Estimate

Overview

- Bid Items from User Interface Sheet will automatically populate in this sheet and organize by individual Specification Divisions.
- Project Title, funding sources and amount, and completion date are populated from the Title Sheet.
- Funding allocations for individual bid items are input on this sheet in columns to the right. See red note.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa

Construction Cost Estimate

Date:

Project Title: TEST PROJECT

CIP Funding Amount: $ 200,000.00

Project Completion Date: 1-Sep-23

Funding Allocation Instruction:
Allocate the "Total Price" amount, for each item, across one or multiple funding sources by entering the amount, in the grey cell, under the applicable funding source.
To add an additional funding source you must add the new source to the "Title and Budget" tab for it to appear on all forms.

LINE NO.	REFERENCE NUMBER	DESCRIPTION	PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	Project Funding Allocation Total	Fund Name 1234567890			Fund Name 0			Fund Name 0		
								% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation
		Division 2010 - Earthwork, Subgrade, and Subbase														
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 6.00	$ 300.00	$ -	0.00%		$ 300.00	0.00%		$ 300.00	0.00%		$ 300.00
2	2010-108-K-1	Removal of Structure	20.00	EA	$ 500.00	$ 10,000.00	$ -	0.00%		$ 10,000.00	0.00%		$ 10,000.00	0.00%		$ 10,000.00
						$ -	$ -			$ -			$ -			$ -
						$ -	$ -			$ -			$ -			$ -
						$ -	$ -			$ -			$ -			$ -
						$ -	$ -			$ -			$ -			$ -
						$ -	$ -			$ -			$ -			$ -
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						$ -	$ -			$ -			$ -			$ -

Page 1

Cost Estimate

Formatting

- For each division, hide rows that are not populated with items from the Bid Item Selection Sheet. Do not hide the Division Sub Total rows.
- Each Division section can contain up to 25 rows. If more than 25 items are used within a Division, the next Division section will continue from the previous.
- Division sections that are not utilized will automatically populate “not-used” in the division header. Hide these division sections as applicable.
- See formatting instructions in red at the bottom of the sheet for Alternate Bid Items.
- Adjust dark blue lines for page setups and printing as needed
- User will need to hide the same rows/divisions for utilized sheets following Cost Estimate sheet through the remainder of the workbook.

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		Project Title:		TEST PROJECT		
		CIP Funding Amount:	$	200,000.00		
		Project Completion Date:		1-Sep-23		
LINE NO.	REFERENCE NUMBER	DESCRIPTION	PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
		Division 2010 - Earthwork, Subgrade, and Subbase				
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 6.00	$ 300.00
2	2010-108-K-1	Removal of Structure	20.00	EA	$ 500.00	$ 10,000.00
					Sub Total	$ 10,300.00
		Division 4010 - Sanitary Sewers				
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 150.00	$ 30,000.00
					Sub Total	$ 30,000.00
		Division 5010 - Pipe and Fittings				
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 350.00	$ 700.00
					Sub Total	$ 700.00
		Division 6020 - Rehabilitation of Existing Manholes				
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Se	42.00	VF	$ 50.00	$ 2,100.00
					Sub Total	$ 2,100.00
		Division 8010 - Traffic Signals & Lighting				
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50.00	EA	$ 8,500.00	$ 425,000.00
					Sub Total	$ 425,000.00
		Division 8020 - Pavement Marking				
7	8020-108-B-0	DLW4: Dotted Line (White)	1.00	STA	$ 20.00	$ 20.00
					Sub Total	$ 20.00
		Division 9040 - Erosion and Sediment Control				
8	9040-108-N-1	Silt Fence or Silt Fence Ditch Check, Installation	1000.00	LF	$ 2.00	$ 2,000.00
					Sub Total	$ 2,000.00
		not-used				
						$ -
						$ -

Cost Estimate

Funding Allocations

- CIP Numbers listed in Title Sheet will automatically populate. Fund Name can be modified as needed to show unique name for reference.
- Input Allocation Amount for each line item. Percentages will automatically calculate.
- If item is less than 100% allocated, remaining amount will be carried to the next funding source. Add additional funding source on Title Sheet as needed.
- Funding sources to right of "Total Price" column are not meant to be printed and are shown as part of page layout here for presentation only.

Funding Allocation Instruction:

Allocate the "Total Price" amount, for each item, across one or multiple funding sources by entering the amount, in the grey cell, under the applicable funding source. To add an additional funding source you must add the new source to the "Title and Budget" tab for it to appear on all forms.

TOTAL PRICE	Project Funding Allocation Total	TEST FUNDING 1234567890			Fund Name 0		
		% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation
$ 300.00	$ 300.00	100.00%	$ 300.00	$ -	0.00%		$ -
$ 10,000.00	$ 5,000.00	50.00%	$ 5,000.00	$ 5,000.00	0.00%		$ 5,000.00
$ 10,300.00			$ 5,300.00	$ 5,000.00		$ -	$ 5,000.00
$ 30,000.00	$ 30,000.00	100.00%	$ 30,000.00	$ -	0.00%		$ -
$ 30,000.00			$ 30,000.00	$ -		$ -	$ -
$ 700.00	$ 700.00	100.00%	$ 700.00	$ -	0.00%		$ -
$ 700.00			$ 700.00	$ -		$ -	$ -
$ 2,100.00	$ 1,575.00	75.00%	$ 1,575.00	$ 525.00	0.00%		$ 525.00
$ 2,100.00			$ 1,575.00	$ 525.00		$ -	$ 525.00
$ 425,000.00	$ 318,750.00	75.00%	$ 318,750.00	$ 106,250.00	0.00%		$ 106,250.00
$ 425,000.00			$ 318,750.00	$ 106,250.00		$ -	$ 106,250.00
$ 20.00	$ 20.00	100.00%	$ 20.00	$ -	0.00%		$ -
$ 20.00			$ 20.00	$ -		$ -	$ -
$ 2,000.00	$ 2,000.00	100.00%	$ 2,000.00	$ -	0.00%		$ -

dule | Bid Opening Form | Bid Tabulation | AWARD | Schedule of Values | Partial Pay Form 1 | Insp ...

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Cost Estimate

Cost Totals and Funding Allocation Checks

- Cost totals are located beneath the Alternate division sections.
- User can input contingency and engineering percentage estimates here.
- If known, user can manually input engineering contract amount.
- Total Base and Alternate line item funding allocations will calculate for each funding source. Total Allocation percentage will be shown at the bottom.
- Funding allocations in Cost Estimate Sheet will be carried to the Award sheet, then the user may reallocate as needed in the subsequent sheets.

1-Sep-23

PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	Project Funding Allocation Total	TEST FUNDING 1234567890			Fund Name 0		
					% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation

PLAN QUANTITY	UNIT	BID UNIT PRICE	TOTAL PRICE	Project Funding Allocation Total	TEST FUNDING 1234567890			Fund Name 0		
					% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation
20.00	LF	$ 10.00	$ 200.00	$ 200.00	100.00%	$ 200.00	$ -	0.00%		$ -
500.00	LF	$ 0.50	$ 250.00	$ 125.00	50.00%	$ 125.00	$ 125.00	0.00%		$ 125.00
		Sub Total	$ 450.00			$ 325.00	$ 125.00		$ -	$ 125.00
		TOTAL	$ 470,120.00		Total Base:	$ 358,345.00		Total Base:	$ -	
		TOTAL - Alternates	$ 450.00		Total Alt.:	$ 6,175.00		Total Alt.:	$ -	
CONTINGENCY		15.00%	$ 70,585.50			77.46%	(Allocation Check)		0.00%	(Allocation Check)
ENGINEERING		15.00%	$ 81,173.33							
TOTAL CONSTRUCTION ESTIMATE			$ 622,328.83							

Cost Estimate

Allocation Summary

- Summary of Funding allocations is located at the bottom right of the Cost Estimate Sheet.
- Totals listed in the Allocation Summary can be used for Project Initiation Memorandum to Council.
- This section is not intended to be printed and is shown as part of the page layout here for presentation only.

Project Funding Allocation Total	TEST FUNDING 1234567890			Fund Name 0			Fund Name 0			Fund Name 0			Fund Name 0			Fund Name 0			Fund Name 0		
	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation

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					Cost Estimate Funding Breakdown						
CIP #	Base Estimate	Alternate #1 Items	not-used	not-used	not-used	not-used	Contingency	Engineering	Totals by Funding Source	Available Funding
1234567890	$ 358,345.00	$ 325.00	$ -	$ -	$ -	$ -	$ 53,800.50	$ 61,870.58	$ 474,341.08	$ 200,000.00
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Totals	$ 358,345.00	$ 325.00	$ -	$ -	$ -	$ -	$ 53,800.50	$ 61,870.58	$ 474,341.08	$ 200,000.00

Funding Source

Base Allocations

Alternate #1 Allocations

Alternate #2 Allocations

Alternate #3 Allocations

Alternate #4 Allocations

Alternate #5 Allocations

Engineering Allocations

Contingency Allocations

Total Allocations

Available Funding

Special Provisions

Overview

- Special Provision Notes are intended to modify the Standard SUDAS or City Supplemental Specifications on a project specific basis.
  - Special provision verbiage written in the User Interface sheet will carry forward to populate here accordingly.
- Yellow cells will populate as appropriate for each line item to indicate the governing specification.
- Requirements for a line item shown in the grey cells will supersede the referenced specifications.
- Populate Addendum No. as applicable in top right.
- This form shall be included in the project plans.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

Addendum No.: N/A

City of Dubuque, Iowa
Special Provisions

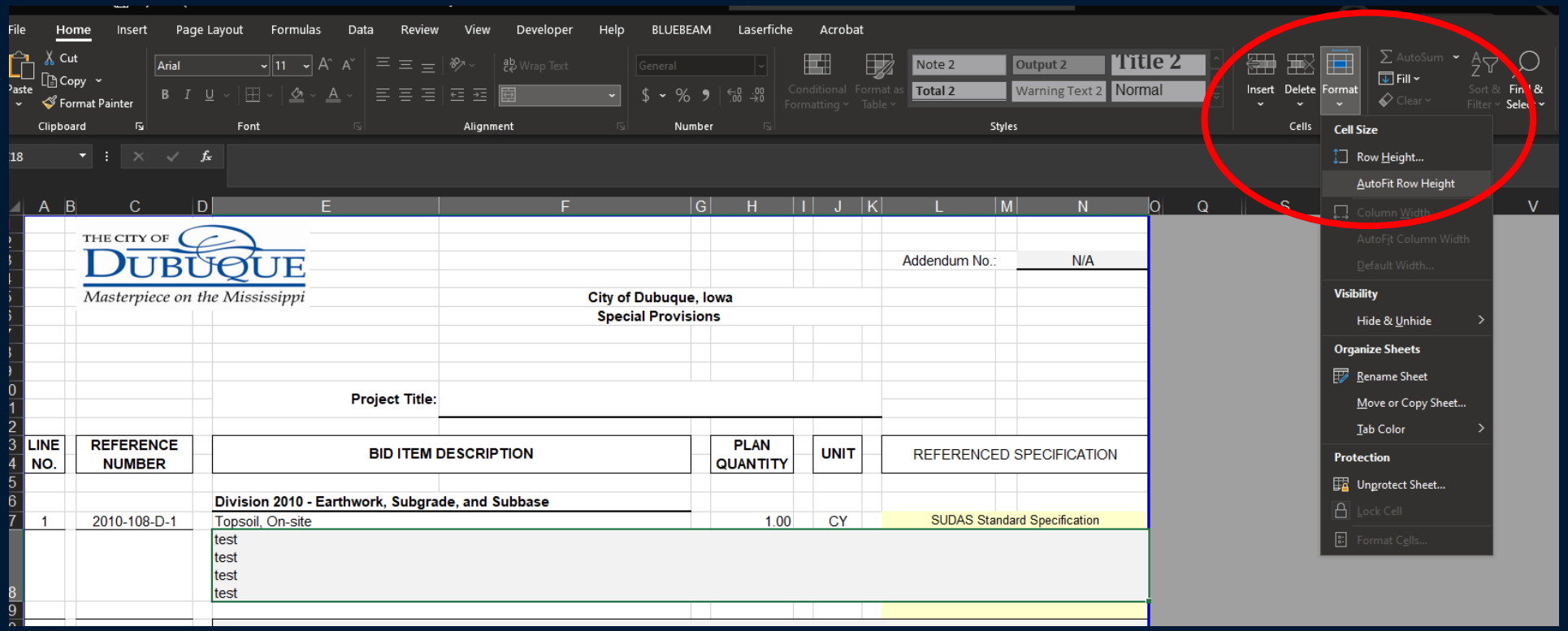
Project Title: TEST PROJECT

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	PLAN QUANTITY	UNIT	REFERENCED SPECIFICATION
		Division 2010 - Earthwork, Subgrade, and Subbase			
1	2010-108-A-0	Clearing and Grubbing A	30.00	UNIT	SUDAS Standard Specification
		This bid item is for the removal of trees at back of curb that the City decides to remove in the field. No locations for these tree removals are shown on the			
2	2010-108-C-0	Clearing and Grubbing C	1.00	LS	SUDAS Standard Specification
		See R Sheets. Contractor is responsible for neatly trimming or removing all vegetation, including trees and shrubs, necessary for construction located			
3	2010-108-D-1	Topsoil, On-site	60.00	CY	SUDAS Standard Specification
		On-site topsoil shall be stripped and re-placed. Topsoil shall be spread to a minimal depth of 4 inches in all areas scheduled for seeding.			
4	2010-108-D-3	Topsoil, Off-site	100.00	CY	SUDAS Standard Specification
		Topsoil shall be spread to a minimal depth of 4 inches in all areas scheduled for seeding.			
5	2010-108-E-0	Excavation, Class 13	2325.00	CY	Dubuque Supplemental Specification
		Payment shall be plan quantity. Excess material will be properly disposed of off-site by the Contractor. Excess excavation spoils must be disposed of			
6	2010-108-F-0	Below Grade Excavation (Core Out)	500.00	TON	Dubuque Supplemental Specification
		This bid item is to be used as needed for subgrade stabilization on the side streets. If unsuitable or unstable soils are encountered below the subbase as			
7	2010-108-J-0	Subbase, Special Backfill - Gr 30 (3/4" Dense Base Pile)	2775.00	TON	Dubuque Supplemental Specification
		Subbase shall extend 2' beyond back of curb.			
8	2010-108-J-0	Subbase, Modified Subbase - Gr 14 (Modified Subbase Pile)	240.00	TON	Dubuque Supplemental Specification
		To be used under sidewalks and driveways.			

Special Provisions

Formatting

- Hide rows as needed to only show line items with an assigned bid item number.
  - If line items are added or removed after formatting, user will need to manually unhide rows to show the latest data as applicable.
- If special provision verbiage requires additional cell height to fit, user may select the cells and utilize the "AutoFit Row Height" feature under the Home ribbon to automatically adjust to the appropriate cell size needed for the special provision text.



Bid Proposal Schedule

Overview

- Information shown on this sheet will be automatically populated from the Cost Estimate Sheet.
- Formatting requirements follow the Cost Estimate Sheet.
- See red note to right of page layout for notes regarding exporting this sheet for Contractor use.
- This form shall be included within the project Contract Documents Manual.

DUBUQUE
Masterpiece on the Mississippi

Addendum No.: N/A

City of Dubuque, Iowa
Bid Proposal Schedule

BIDDER NAME: DATE:

Project Name: TEST PROJECT

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	PLAN QUANTITY	UNIT	BID UNIT PRICE	TOTAL PRICE
		Division 2010 - Earthwork, Subgrade, and Subbase				
1	2010-108-D-1	Topsoil, On-site	50.00	CY		
2	2010-108-K-1	Removal of Structure	20.00	EA		
					Sub Total	
		Division 4010 - Sanitary Sewers				
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY		
					Sub Total	
		Division 5010 - Pipe and Fittings				
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA		
					Sub Total	
		Division 6020 - Rehabilitation of Existing Manholes				
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epo	42.00	VF		
					Sub Total	
		Division 8010 - Traffic Signals & Lighting				
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50.00	EA		
					Sub Total	
		Division 8020 - Pavement Marking				
7	8020-108-B-0	DLW4: Dotted Line (White)	1.00	STA		
					Sub Total	
		Division 9040 - Erosion and Sediment Control				
8	9040-108-N-1	Silt Fence or Silt Fence Ditch Check, Installation	1000.00	LF		
					Sub Total	
		400.5 Base Bid Amount			**Bid Amount**	

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Bid Opening Form

Overview

- This sheet is intended for internal use only. Sheet may be printed and handed out during project Bid Opening for contractor use and for notes.
- Project Title and Engineer's Estimate total values will automatically populate, user to input remainder of information as needed.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque

Bid Opening Form

Project Name: TEST PROJECT

Bid Date: **Bid Time:** **Location:** **Number of Addenda:**

CIP Number(s):		
1234567890	0	0
0	0	0
0	0	0

Engineer's Estimate:						
BASE BID	ALT. BID 1	ALT. BID 2	ALT. BID 3	ALT. BID 4	ALT. BID 5	TOTAL BID
$ 470,120.00	$ 450.00	$ -	$ -	$ -	$ -	$ 470,570.00

LINE NO.	CONTRACTOR NAME	COMP. BID BOND	COMP. BID FORM	ADDENDA	BASE BID	Alternate Bid Prices if Applicable					TOTAL BID
						ALT. BID 1	ALT. BID 2	ALT. BID 3	ALT. BID 4	ALT. BID 5	
1											$ -
2											$ -
3											$ -

Page 1

This form shall accompany the award memorandum to Council.

Bid Tabulation

Overview

- Project information and line items shown on this sheet will be automatically populated from Cost Estimate Sheet. Formatting requirements follow the Cost Estimate Sheet.
- List contractors in order from low to high base bids. Unit prices from first listed contractor will be carried forward through the subsequent sheets.
- Contractor bid pricing shall be entered for each line item. Total pricing will automatically calculate based on unit pricing.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa

Bid Tabulation

Project Name: TEST PROJECT

Bid Date

					Engineer's Estimate		ABC Construction		XYZ Construction	
LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	PLAN QUANTITY	UNIT	ESTIMATED UNIT PRICE	TOTAL PRICE	BID UNIT PRICE	TOTAL PRICE	BID UNIT PRICE	TOTAL PRICE
		Division 2010 - Earthwork, Subgrade, and Subbase								
1	2010-108-D-1	Topsoil, On-site	50	CY	$ 6.00	$ 300.00		$ -		$ -
2	2010-108-K-1	Removal of Structure	20	EA	$ 500.00	$ 10,000.00		$ -		$ -
					Sub Total	$ 10,300.00	**Sub Total**	$ -	**Sub Total**	$ -
		Division 4010 - Sanitary Sewers								
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200	CY	$ 150.00	$ 30,000.00		$ -		$ -
		Division 5010 - Pipe and Fittings								
4	5010-108-C-1	Fittings, DI Tee, 10x6	2	EA	$ 350.00	$ 700.00		$ -		$ -
					Sub Total	$ 700.00	**Sub Total**	$ -	**Sub Total**	$ -
		Division 6020 - Rehabilitation of Existing Manholes								
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Se	42	VF	$ 50.00	$ 2,100.00		$ -		$ -
					Sub Total	$ 2,100.00	**Sub Total**	$ -	**Sub Total**	$ -
		Division 8010 - Traffic Signals & Lighting								

Page 1

This form shall accompany the award memorandum to Council.

AWARD

Selecting Awarded Items

- Apparent low bidder will be determined on base bid totals only, not alternate bid totals.
- This function was added to clearly identify awarded items.
- In grey cells to left of page layout, input “y” or “n” to identify which items are being awarded.
- Items selected “n” will not bring forward the bid price from the bid tabulation or calculate total price.
- Only items selected “y” will be awarded and carried forward in the subsequent sheets.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa
Construction Contract Award

Date:

Project Name: TEST PROJECT

Contractor Name: ABC Construction

Address

City, State, Zip

Page 1

"As-Bid" Items	Contract Award Items	Contract Award	LINE NO.	REFERENCE NUMBER	DESCRIPTION	PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
	Pick for Instruction								
					Division 2010 - Earthwork, Subgrade, and Subbase				
Bid	y	Award	1	2010-108-D-1	Topsoil, On-site	50	CY	$ 50.00	$ 2,500.00
Bid	n	N/A	2	2010-108-K-1	Removal of Structure	20	EA	$ 20.00	
								Sub Total	$ 2,500.00
					Division 4010 - Sanitary Sewers				
Bid	y	Award	3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200	CY		
								Sub Total	$ -
					Division 5010 - Pipe and Fittings				
Bid	y	Award	4	5010-108-C-1	Fittings, DI Tee, 10x6	2	EA	$ 50.00	$ 100.00
								Sub Total	$ 100.00
					Division 6020 - Rehabilitation of Existing Manholes				
Bid	y	Award	5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Sea	42	VF	$ 80.00	$ 3,360.00
								Sub Total	$ 3,360.00
					Division 8010 - Traffic Signals & Lighting				
Bid	n	N/A	6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50	EA	$ 60.00	
								Sub Total	$ -
					Division 8020 - Pavement Marking				
Bid	y	Award	7	8020-108-B-0	DLW4: Dotted Line (White)	1	STA	$ 80.00	$ 80.00

AWARD

Selecting Awarded Items

- Allocation amounts will default to original values from the Cost Estimate sheet. Adjust Allocation Amount for each line item as needed to account for the bid unit pricing. Percentages will automatically calculate.
- If item is less than 100% allocated, remaining amount will be carried to the next funding source. Add additional funding source on the Title Sheet as needed.
- This section is not intended to be printed and is shown as part of the page layout here for presentation only.

va

ward

Date:

TEST PROJECT

ABC Construction

Funding Re-Allocations

The funding allocations shown below are transferred from the "Cost Estimate" and may be adjusted on this form. The funding allocations shown on this form will establish both the total P.O. amount and the individual funding source amounts for the P.O. The allocations established here are used for the remainder of the project forms and track the remaining funding available, for each funding source, as the project progresses. You may adjust the "Allocated Amount" by entering a new amount or deleting the amount in the appropriate grey cell. This will delete the reference back to the "Cost Estimate Form" but will not impact other forms. The revised allocations shown here are carried forward and used on the remainder of the project forms. To add an additional funding source you must add the new source to the "Title and Budget" tab for it to appear on all forms.

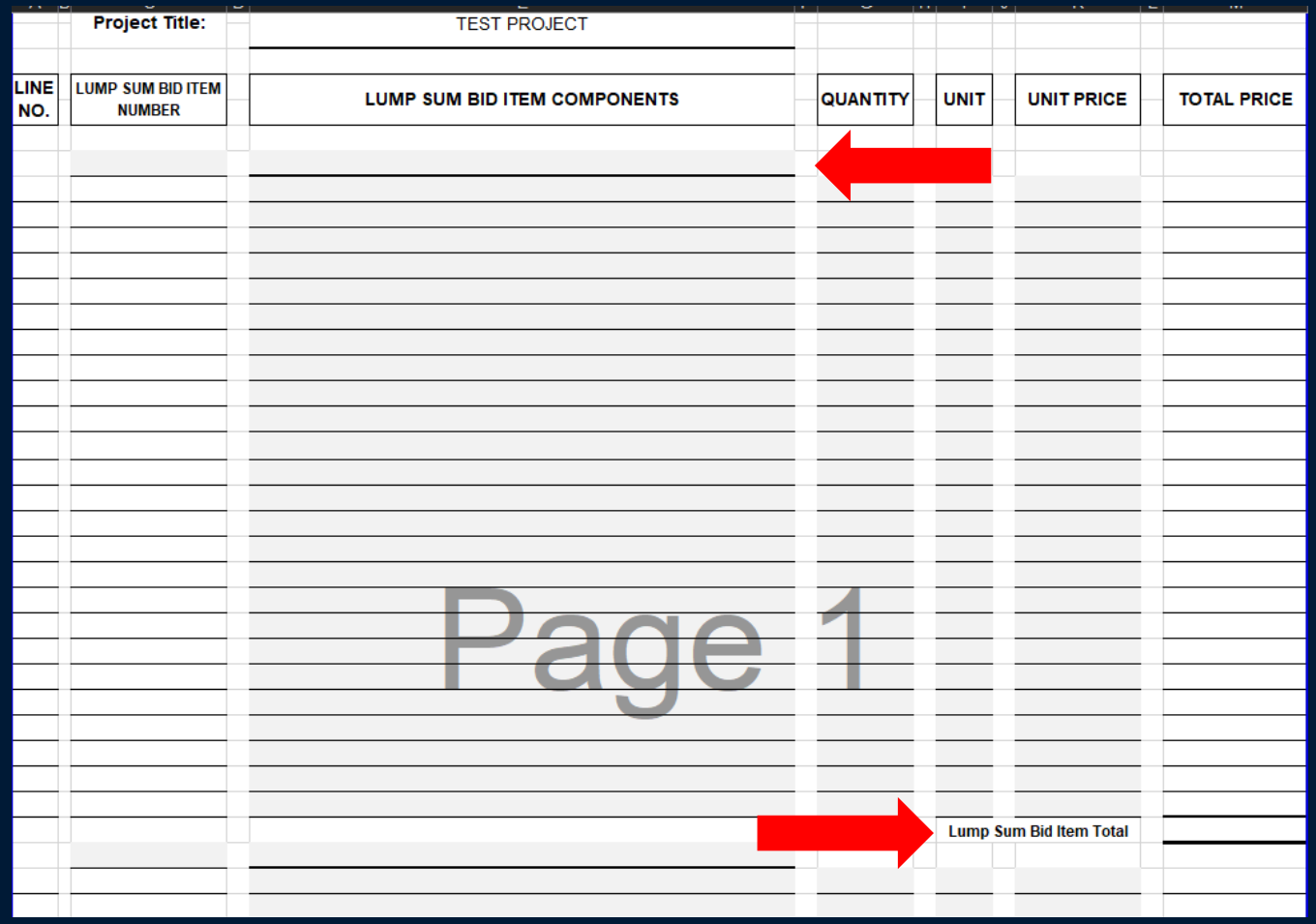
PLAN QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	Project Funding Allocation Total	TEST FUNDING 1234567890			Fund Name			
					% Allocation	Allocation Amount	Remaining Allocation	% Allocation	Allocation Amount	Remaining Allocation	% Allocation
50	CY	$ 50.00	$ 2,500.00	$ 300.00	12.00%	$ 300.00	$ 2,200.00		$ -	$ 2,200.00	
20	EA	$ 20.00		$ -							
		Sub Total	$ 2,500.00			$ 300.00	$ 2,200.00		$ -	$ 2,200.00	
200	CY			$ 30,000.00		$ 30,000.00					
		Sub Total	$ -			$ 30,000.00	$ -		$ -	$ -	
2	EA	$ 50.00	$ 100.00	$ 100.00	100.00%	$ 100.00	$ -		$ -	$ -	
		Sub Total	$ 100.00			$ 100.00	$ -		$ -	$ -	
42	VF	$ 80.00	$ 3,360.00	$ 1,575.00	46.88%	$ 1,575.00	$ 1,785.00		$ -	$ 1,785.00	
		Sub Total	$ 3,360.00			$ 1,575.00	$ 1,785.00		$ -	$ 1,785.00	
50	EA	$ 60.00		$ -							
		Sub Total	$ -			$ -	$ -		$ -	$ -	
1	STA	$ 80.00	$ 80.00	$ 20.00	25.00%	$ 20.00	$ 60.00		$ -	$ 60.00	

- If "Project Funding Allocation Total" does not equal the "TOTAL PRICE", cells will show in red text to indicate a funding allocation may need to be adjusted.
- Negative allocations will also show in red text to indicate a funding allocation may need to be adjusted.

Schedule of Values

Overview

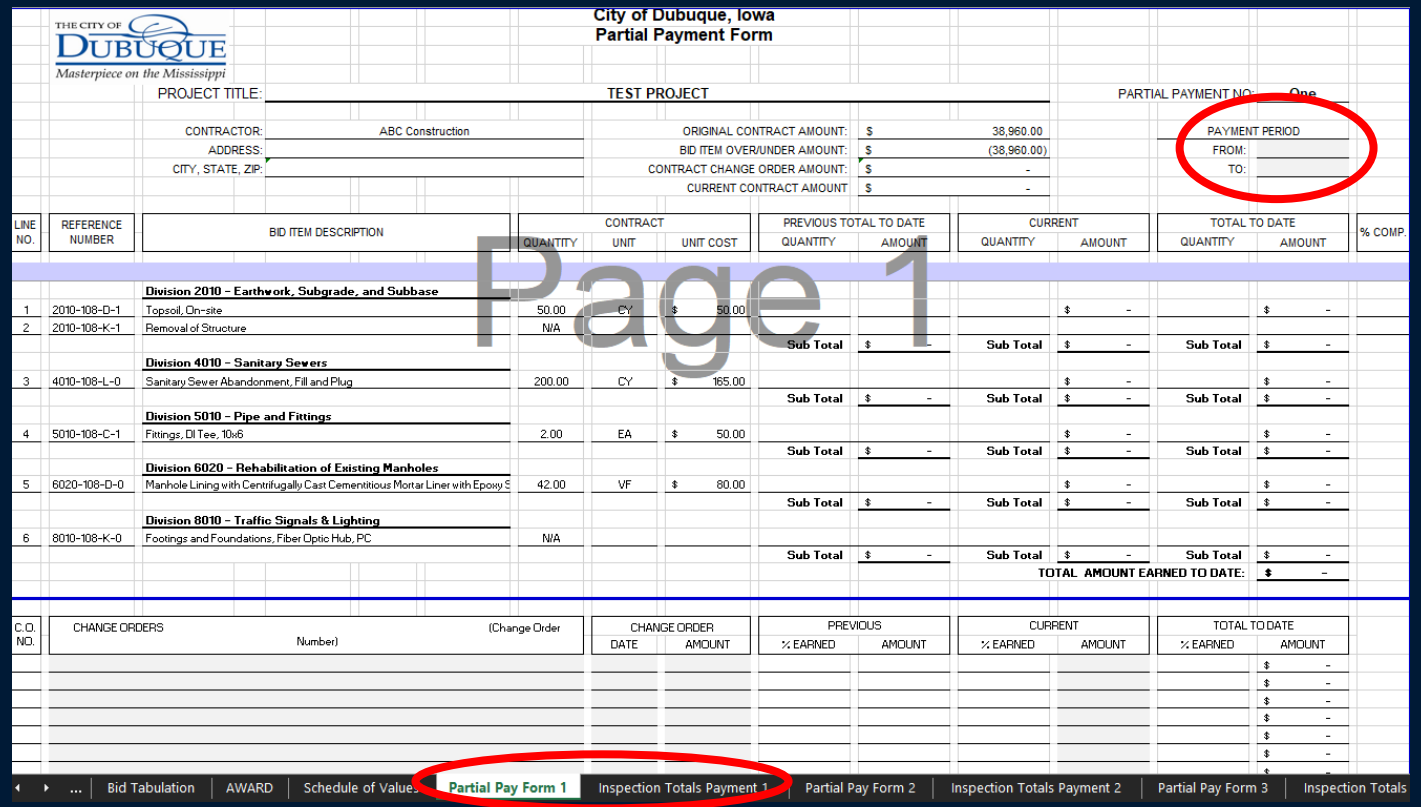
- This sheet is intended to be provided to the Contractor to populate the details associated for any lump sum (LS) bid items
- Input associated bid item number and description in the top grey shaded cell
- Contractor to populate detailed component items and unit pricing associated with the LS bid item.
- Component unit prices will be utilized for partial payment of lump sum bid items
- Lump Sum Bid Item Total shall match the LS bid price
- Additional instructions for use and export of this sheet can be found in red to the right of the page

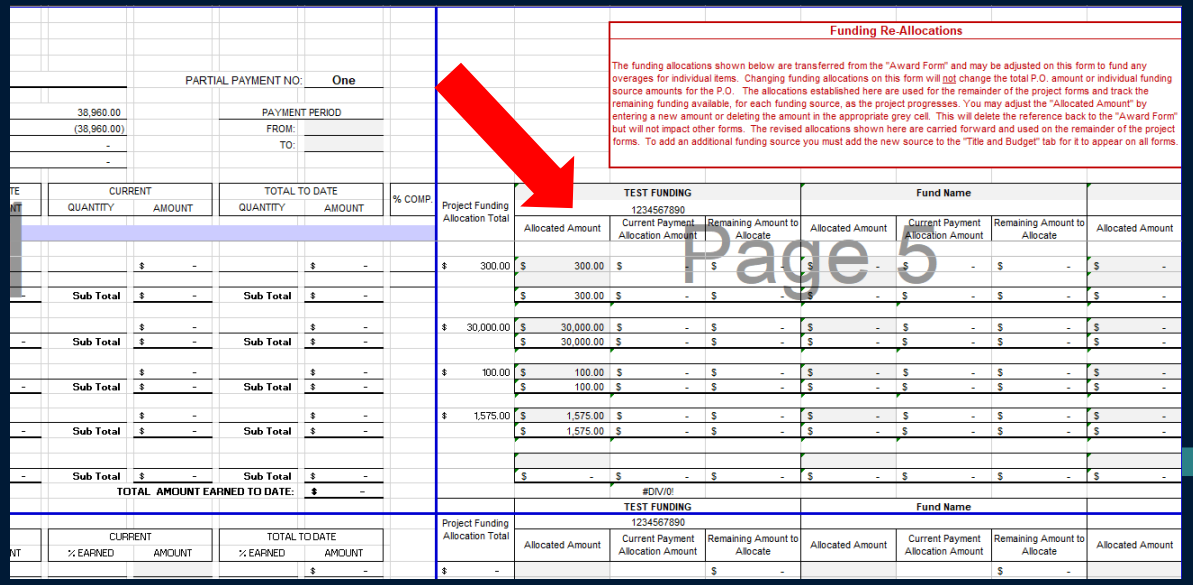


Partial Pay Form

Overview

- Pay Period Start Date = Construction start for agreed upon period.
- Pay Period End Date = last day of field measurements for agreed upon period.
- Pay Period start and end dates will automatically populate in the respective fields on the Inspection Totals sheet.
- Workbook pay periods do not exceed 6 months. If project extends further, use the subsequent pay and inspection sheets.
- Pay period quantities to be input in the respective Inspection Totals Payment # sheets; User to update information in both tabs together
- Funding allocations are populated from the Award sheet, but may be revised on these sheets in the cells to the right as needed with each payment form.





Partial Pay Form

Change Orders

- Enter change order name and/or numbers with the respective dates and amounts added during the current pay period.
- Change orders added in the pay form will carry forward in subsequent sheets.
- Change order allocations must be entered when change orders are added. Change order allocations may be revised in the subsequent pay form sheets.

Stored Materials

- Enter Supplier names and invoice numbers under the Materials Stored on –Site section for materials delivered to site within the current pay period.
- Enter the dollar value of materials from the invoice that were used during the pay period. This will carry forward through the subsequent pay form sheets.
- Each individual supplier invoice must be entered in separate rows.
- Materials Stored allocations must be entered when invoices are added. Materials Stored allocations may be revised in the subsequent pay form sheets.

C.O. NO.	CHANGE ORDERS (Change Order Number)	CHANGE ORDER DATE	CHANGE ORDER AMOUNT	PREVIOUS % EARNED	PREVIOUS AMOUNT	CURRENT % EARNED	CURRENT AMOUNT	TOTAL TO DATE % EARNED	TOTAL TO DATE AMOUNT
1	TEST Change Order #1	2/1/23	$ 2,000.00			50.00%	$ 1,000.00	50.00%	$ 1,000.00
									$ -
									$ -
									$ -
	Total Change Order Amount to Date:		**$ 2,000.00**				**Change Order Amount Earned to Date:**		**$ 1,000.00**
							Total Amount Inc. Change Orders Earned to Date:		**$ 1,000.00**

Project Funding Allocation Total	1234567890 Allocated Amount	Current Payment Allocation Amount	Remaining Amount to Allocate
$ 2,000.00	$ 2,000.00	$ 1,000.00	$ -
$ -			$ -
$ -			$ -
$ -			$ -
		$ 1,000.00	$ -

LINE NO.	MATERIALS STORED ON-SITE (Invoice No and Supplier)	STORED MATERIALS INV. DATE	STORED MATERIALS VALUE	PREVIOUS STORED % STORED	PREVIOUS STORED AMOUNT	CURRENT MATERIALS USED % USED	CURRENT MATERIALS USED AMOUNT	TOTAL STORED TO DATE % STORED	TOTAL STORED TO DATE AMOUNT
1	SUPPLY #1& Invoice #12345	2/1/2023	$ 200.00			50.00%	$ 100.00	50.00%	$ 100.00
2	SUPPLY #2 & Invoice #54321	2/5/2023	$ 500.00			100.00%	$ 500.00		$ -
									$ -
									$ -
									$ -
									$ -
									$ -
									$ -
							Total Materials Stored to Date:		**$ 100.00**

Project Funding Allocation Total	TEST FUNDING 1234567890 Allocated Amount	Current Value of Stored Materials	Remaining Amount to Allocate
$ 200.00	$ 200.00	$ 100.00	$ -
$ 500.00	$ 500.00	$ -	$ -
$ -		$ -	$ -
$ -		$ -	$ -
$ -		$ -	$ -
$ -		$ -	$ -
$ -		$ -	$ -
$ -		$ -	$ -
		$ 100.00	$ -

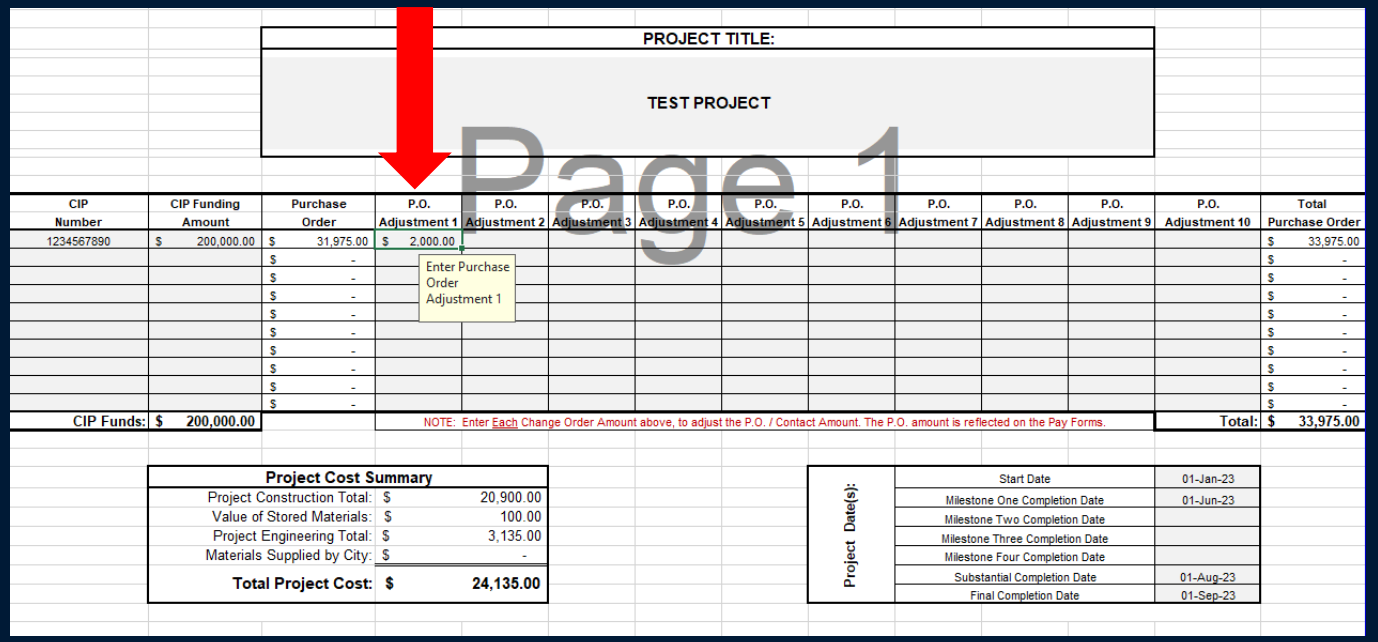
Page 2

Partial Pay Form # Change Orders

Title and Budget

PO Adjustments

- When adding a change order in the partial pay form sheets, user must return to the title and budget sheet to input the new change order amounts under the PO Adjustments.
- Reprint this form and provide with each Purchase Order Adjustment.
- Workbook will allow up to 10 PO adjustments.



PROJECT TITLE:

TEST PROJECT

Page 1

CIP Number	CIP Funding Amount	Purchase Order	P.O. Adjustment 1	P.O. Adjustment 2	P.O. Adjustment 3	P.O. Adjustment 4	P.O. Adjustment 5	P.O. Adjustment 6	P.O. Adjustment 7	P.O. Adjustment 8	P.O. Adjustment 9	P.O. Adjustment 10	Total Purchase Order
1234567890	$ 200,000.00	$ 31,975.00	$ 2,000.00										$ 33,975.00
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
		$ -											$ -
CIP Funds:	$ 200,000.00		NOTE: Enter Each Change Order Amount above, to adjust the P.O. / Contact Amount. The P.O. amount is reflected on the Pay Forms.									Total:	$ 33,975.00

Enter Purchase Order Adjustment 1

Project Cost Summary		
Project Construction Total:	$	20,900.00
Value of Stored Materials:	$	100.00
Project Engineering Total:	$	3,135.00
Materials Supplied by City:	$	-
Total Project Cost:	**$**	**24,135.00**

Project Date(s):	
Start Date	01-Jan-23
Milestone One Completion Date	01-Jun-23
Milestone Two Completion Date	
Milestone Three Completion Date	
Milestone Four Completion Date	
Substantial Completion Date	01-Aug-23
Final Completion Date	01-Sep-23

Partial Pay Form

Early Retainage Release

- Enter dollar amount of retainage total that is eligible for early release.
- Remaining retainage must be a minimum of 5% of the remaining contract amount.
- Revised retainage is carried forward through the subsequent sheets.
- Retainage release is automatically allocated to the current funding sources.

Early Retainage Release	
Previous Released Amount:	N/A
Current Release Amount:	$ 20.00
Total Released to Date:	$ 20.00

PAYMENTS PREVIOUSLY APPROVED:

1	N/A	7	
2		8	
3		9	
4		10	
5		11	
6		12	

DTAL PREVIOUS PAYMENTS: $ -

Project Summary					Remaining Encumbrance
CIP	Earned to Date	Retainage	Ret. Release	Amount to Date	
1234567890	$ 1,000.00	$ 50.00	20	$ 970.00	$ 30,975.00
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
Total	$ 1,000.00	$ 50.00	$ 20.00	$ 970.00	$ 30,975.00

Page 3

Partial Payment Summary									
CIP	Total Earned to Date	Previous Total Earned to Date	Total Current Amt. Earned	Less Current Retainage	Current Amt. Earned Less Retainage	Current Retainage Release	Previous Materials Stored	Current Materials Stored	Total Current Amount Due
1234567890	$ 1,000.00		$ 1,000.00	$ 50.00	$ 950.00	20	$ -	$ 100.00	$ 1,070.00
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
Total:	$ 1,000.00	$ -	$ 1,000.00	$ 50.00	$ 950.00	$ 20.00	$ -	$ 100.00	$ 1,070.00

Partial Pay Form

Certificate of the Contractor

- After confirming the totals shown match values in above cells, print Pay Form document for Contractor and Engineer signatures.

CERTIFICATE OF THE CONTRACTOR

To the best of my knowledge and belief, I certify that all items, units, quantities, and prices of work and material shown on the face of this Partial Payment form are correct; that all work has been performed and materials supplied in full accordance with the terms and conditions of the contract documents and authorized changes thereto; and that the following is a true and correct statement of the contract account up to and including the last day of the period covered by this payment and that no part of the "Total Amount Due" has been received:

Total Amount Earned To Date:	$	1,000.00
Retained Percentage:	$	50.00
Current Amt. Earned Less Retainage:	$	950.00
Materials Stored On-Site:	$	100.00
Retainage Release to Date	$	20.00
Amount To Date:	$	1,070.00
Total Previously Approved:	$	-
Total Current Amount Due:	$	1,070.00

I further certify that all claims outstanding as of this date against the undersigned as contractor for labor, materials, and expendable equipment employed in the performance of said contract up to this date have been paid in full accordance with the requirements of said contract.

Page 4

CONTRACTOR: ABC Construction DATE: _____

BY: _____ TITLE: _____

CERTIFICATE OF THE CITY ENGINEER

I certify that I have verified this payment, and that to the best of my knowledge and belief it is a true and correct statement of work performed and materials supplied by the contractor, and that the contractor's certified statement of the account and the amount due is correct and just, and that all work and material included in this Partial Payment have been performed in full accordance with the terms and conditions of the contract documents and authorized changes thereto.

CITY OF DUBUQUE: _____ DATE: _____

BY: _____ TITLE: _____

Early Retainage Release

Previous Released Amount:	N/A
Current Release Amount:	$ 20.00
Total Released to Date:	$ 20.00

PAYMENTS PREVIOUSLY APPROVED:

1	N/A	7	
2		8	
3		9	
4		10	
5		11	
6		12	

DTAL PREVIOUS PAYMENTS: $ -

Project Summary

CIP	Earned to Date	Retainage	Ret. Release	Amount to Date	Remaining Encumbrance
1234567890	$ 1,000.00	$ 50.00	20	$ 970.00	$ 30,975.00
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
	$ -	$ -		$ -	$ -
Total	**$ 1,000.00**	**$ 50.00**	**$ 20.00**	**$ 970.00**	**$ 30,975.00**

Page 3

Partial Payment Summary

CIP	Total Earned to Date	Previous Total Earned to Date	Total Current Amt. Earned	Less Current Retainage	Current Amt. Earned Less Retainage	Current Retainage Release	Previous Materials Stored	Current Materials Stored	Total Current Amount Due
1234567890	$ 1,000.00		$ 1,000.00	$ 50.00	$ 950.00	20	$ -	$ 100.00	$ 1,070.00
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
	$ -		$ -	$ -	$ -		$ -	$ -	$ -
Total:	**$ 1,000.00**	**$ -**	**$ 1,000.00**	**$ 50.00**	**$ 950.00**	**$ 20.00**	**$ -**	**$ 100.00**	**$ 1,070.00**

Inspection Totals Payment

Overview

- Enter daily inspection totals for each line item starting with the first day of the pay period in cells to the right.
- Pay App Total column will sum all values entered to the right and will populate the Current Quantity Amount shown on the Partial Pay Form.

City of Dubuque, Iowa
Inspection Report Totals

Inspector Name:

Project: TEST PROJECT

Page 1

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	PLAN QUANTITY	UNIT	PAY APP #1 TOTAL	REPORT 01/01/23	REPORT 01/02/23	REPORT 01/03/23	REPORT 01/04/23	REPORT 01/05/23	REPORT 01/06/23	REPORT 01/07/23	REPORT 01/08/23
		Division 2010 - Earthwork, Subgrade, and Subbase											
1	2010-108-D-1	Topsoil, On-site	50	CY	**20.00**	20.00							
2	2010-108-K-1	Removal of Structure	20	EA	**7.00**				2.00	5.00			
		Division 4010 - Sanitary Sewers											
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200	CY	**70.00**		20.00	50.00					
		Division 5010 - Pipe and Fittings											
4	5010-108-C-1	Fittings, DI Tee, 10x6	2	EA	**1.00**	1.00							
		Division 6020 - Rehabilitation of Existing Manholes											
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Seal	42	VF	**42.00**	26.00		16.00					
		Division 8010 - Traffic Signals & Lighting											
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50	EA	**50.00**	50.00							
		not-used											

... | Prelim Cost Estimate | Cost Estimate | Special Provisions | Bid Proposal Schedule | Bid Opening Form | Bid Tabulation | AWARD | Schedule of Values | Partial Pay Form 1 | Inspection Totals Payment 1 | P

City of Dubuque, Iowa
Partial Payment Form

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

PROJECT TITLE: TEST PROJECT

PARTIAL PAYMENT NO: One

CONTRACTOR: ABC Construction
ADDRESS:
CITY, STATE, ZIP:

ORIGINAL CONTRACT AMOUNT: $ 38,
BID ITEM OVER/UNDER AMOUNT: $ (23,
CONTRACT CHANGE ORDER AMOUNT: $
CURRENT CONTRACT AMOUNT $ 17,

PAYMENT PERIOD
FROM: 1-Jan-23
TO: 1-Mar-23

Page 1

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	CONTRACT QUANTITY	CONTRACT UNIT	CONTRACT UNIT COST	PREVIOUS TOTAL TO DATE QUANTITY	PREVIOUS TOTAL TO DATE AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT	% COMP
		Division 2010 - Earthwork, Subgrade, and Subbase										
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 50.00			20.00	$ 1,000.00	20.00	$ 1,000.00	40.00%
2	2010-108-K-1	Removal of Structure	N/A					7.00		7.00		
						Sub Total	$ -	**Sub Total**	$ 1,000.00	**Sub Total**	$ 1,000.00	
		Division 4010 - Sanitary Sewers										
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 165.00			70.00	$ 11,550.00	70.00	$ 11,550.00	35.00%
						Sub Total	$ -	**Sub Total**	$ 11,550.00	**Sub Total**	$ 11,550.00	
		Division 5010 - Pipe and Fittings										
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 50.00			1.00	$ 50.00	1.00	$ 50.00	50.00%
						Sub Total	$ -	**Sub Total**	$ 50.00	**Sub Total**	$ 50.00	
		Division 6020 - Rehabilitation of Existing Manholes										
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy S	42.00	VF	$ 80.00			42.00	$ 3,360.00	42.00	$ 3,360.00	100.00%
						Sub Total	$ -	**Sub Total**	$ 3,360.00	**Sub Total**	$ 3,360.00	
		Division 8010 - Traffic Signals & Lighting										
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	N/A					50.00		50.00		
						Sub Total	$ -	**Sub Total**	$ -	**Sub Total**	$ -	
									TOTAL AMOUNT EARNED TO DATE:		**$ 15,960.00**	

C.O.	CHANGE ORDERS	CHANGE ORDER	PREVIOUS	CURRENT	TOTAL TO DATE

Inspection Totals Payment

Corrections

- Payment Corrections to inspection totals, from the previous pay period, can be adjusted to reflect the actual installed quantities.
- The revised Total to Date will carry forward to the subsequent sheets.

City of Dubuque, Iowa
Inspection Report Totals

Inspector Name: _____

Project: TEST PROJECT

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	PLAN QUANTITY	UNIT	PAY APP #1 TOTAL	Payment 1 Corrections	PAY APP #2 TOTAL	TOTAL TO DATE	REPORT 03/02/23	REPORT 03/03/23	REPORT 03/04/23	REPORT 03/05/23	REPORT 03/06/23	REPORT 03/07/23
		Division 2010 - Earthwork, Subgrade, and Subbase												
1	2010-108-D-1	Topsoil, On-site	50	CY	20.00		30.00	**50.00**				30.00		
2	2010-108-K-1	Removal of Structure	20	EA	7.00		10.00	**17.00**		10.00				
		Division 4010 - Sanitary Sewers												
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200	CY	70.00		50.00	**120.00**	50.00					
		Division 5010 - Pipe and Fittings												
4	5010-108-C-1	Fittings, DI Tee, 10x6	2	EA	1.00		1.00	**2.00**			1.00			
		Division 6020 - Rehabilitation of Existing Manholes												
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy Seal	42	VF	42.00	-2.00	-2.00	**40.00**						
		Division 8010 - Traffic Signals & Lighting												
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	50	EA	50.00			**50.00**						

Page 1

Contract Reconciliation Form

Overview

- This sheet is intended to be utilized for the final change order to adjust any contract award amounts to final completed values.
- Enter the date and adjust funding allocations in the cells to the right as needed.
- Print the entire form for Contractor and Engineer signatures.
- This form should accompany the final partial pay form for signatures.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa
Contract Reconciliation and
Final Change Order Form

PROJECT TITLE: TEST PROJECT

CONTRACTOR: ABC Construction
ADDRESS:
CITY, STATE, ZIP:

ORIGINAL CONTRACT AMOUNT:	$	38,960.00
BID ITEM OVER/UNDER AMOUNT:	$	(13,360.00)
CONTRACT CHANGE ORDER AMOUNT:	$	1,000.00
CURRENT CONTRACT AMOUNT	$	26,600.00

DATE

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	CONTRACT QUANTITY	CONTRACT UNIT	CONTRACT UNIT COST	PREVIOUS TOTAL TO DATE QUANTITY	PREVIOUS TOTAL TO DATE AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT	% COMP.
		Division 2010 – Earthwork, Subgrade, and Subbase										
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 50.00	50.00	$ 2,500.00		$ -	50.00	$ 2,500.00	100.00%
2	2010-108-K-1	Removal of Structure	N/A			17.00				17.00		
						Sub Total	$ 2,500.00	**Sub Total**	$ -	**Sub Total**	$ 2,500.00	
		Division 4010 – Sanitary Sewers										
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 165.00	120.00	$ 19,800.00		$ -	120.00	$ 19,800.00	60.00%
						Sub Total	$ 19,800.00	**Sub Total**	$ -	**Sub Total**	$ 19,800.00	
		Division 5010 – Pipe and Fittings										
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 50.00	2.00	$ 100.00		$ -	2.00	$ 100.00	100.00%
						Sub Total	$ 100.00	**Sub Total**	$ -	**Sub Total**	$ 100.00	
		Division 6020 – Rehabilitation of Existing Manholes										
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy S	42.00	VF	$ 80.00	40.00	$ 3,200.00		$ -	40.00	$ 3,200.00	95.24%
						Sub Total	$ 3,200.00	**Sub Total**	$ -	**Sub Total**	$ 3,200.00	
		Division 8010 – Traffic Signals & Lighting										
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	N/A			50.00				50.00		
						Sub Total	$ -	**Sub Total**	$ -	**Sub Total**	$ -	

Instruction:
Hide rows 693 thru 760 when not using Alternate Bid Items.
Delete this note if using Alternate Items.

BASE AMOUNT EARNED TO DATE:	**$ 25,600.00**
ALTERNATE ITEMS AMOUNT EARNED TO DATE:	**$ -**
TOTAL AMOUNT EARNED TO DATE:	**$ 25,600.00**

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Close Out Form

Overview

- Enter the date of City Council meeting that project will be accepted.
- No adjustment of funding allocations will be made at this stage.
- Print the entire form for the City and Contractor signatures.
- This form should accompany the final partial pay form and the contract reconciliation form for signatures.
- This form shall accompany the project acceptance memo for City Council.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

City of Dubuque, Iowa
Project Close Out Form

PROJECT TITLE: TEST PROJECT

CONTRACTOR: ABC Construction
ADDRESS:
CITY, STATE, ZIP:

FINAL CONTRACT AMOUNT $ 26,700.00

COUNCIL ACCEPTANCE
DATE:

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	CONTRACT QUANTITY	CONTRACT UNIT	CONTRACT UNIT COST	PREVIOUS TOTAL TO DATE QUANTITY	PREVIOUS TOTAL TO DATE AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT	% COMP.
		Division 2010 – Earthwork, Subgrade, and Subbase										
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 50.00	50.00	$ 2,500.00		$ -	50.00	$ 2,500.00	100.00%
2	2010-108-K-1	Removal of Structure	N/A			17.00				17.00		
						Sub Total	**$ 2,500.00**			**Sub Total**	**$ 2,500.00**	
		Division 4010 – Sanitary Sewers										
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 165.00	120.00	$ 19,800.00		$ -	120.00	$ 19,800.00	60.00%
						Sub Total	**$ 19,800.00**			**Sub Total**	**$ 19,800.00**	
		Division 5010 – Pipe and Fittings										
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 50.00	2.00	$ 100.00		$ -	2.00	$ 100.00	100.00%
						Sub Total	**$ 100.00**			**Sub Total**	**$ 100.00**	
		Division 6020 – Rehabilitation of Existing Manholes										
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy S	42.00	VF	$ 80.00	40.00	$ 3,200.00		$ -	40.00	$ 3,200.00	95.24%
						Sub Total	**$ 3,200.00**			**Sub Total**	**$ 3,200.00**	
		Division 8010 – Traffic Signals & Lighting										
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	N/A			50.00				50.00		
						Sub Total	**$ -**			**Sub Total**	**$ -**	

Instruction:
Hide rows 693 thru 760 when not using Alternate Bid Items.
Delete this note if using Alternate Items.

BASE AMOUNT EARNED TO DATE: $ 25,600.00
ALTERNATE ITEMS AMOUNT EARNED TO DATE: $ -
TOTAL AMOUNT EARNED TO DATE: $ 25,600.00

Page 1

Retainage Pay Form

Overview

- The Retainage Release date is based on the city council date that is entered on the Close Out Sheet.
- The Retainage Release date will automatically populate to be 30 days after the project is accepted by the city council.
- Print the entire form for City and Contractor signatures.
- This form should accompany the final partial pay form, the contract reconciliation form, and the close out form for signatures.

THE CITY OF DUBUQUE
Masterpiece on the Mississippi

Retainage Release Form

PROJECT TITLE: TEST PROJECT

CONTRACTOR: ABC Construction
ADDRESS:
CITY, STATE, ZIP:

FINAL CONTRACT AMOUNT: $ 26,700.00

RETAINAGE RELEASE
DATE: 31-May-23

LINE NO.	REFERENCE NUMBER	BID ITEM DESCRIPTION	CONTRACT QUANTITY	CONTRACT UNIT	CONTRACT UNIT COST	PREVIOUS TOTAL TO DATE QUANTITY	PREVIOUS TOTAL TO DATE AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT	% COMP.
		Division 2010 – Earthwork, Subgrade, and Subbase										
1	2010-108-D-1	Topsoil, On-site	50.00	CY	$ 50.00	50.00	$ 2,500.00		$ -	50.00	$ 2,500.00	100.00%
2	2010-108-K-1	Removal of Structure	N/A			17.00				17.00		
						Sub Total	**$ 2,500.00**			**Sub Total**	**$ 2,500.00**	
		Division 4010 – Sanitary Sewers										
3	4010-108-L-0	Sanitary Sewer Abandonment, Fill and Plug	200.00	CY	$ 165.00	120.00	$ 19,800.00		$ -	120.00	$ 19,800.00	60.00%
						Sub Total	**$ 19,800.00**			**Sub Total**	**$ 19,800.00**	
		Division 5010 – Pipe and Fittings										
4	5010-108-C-1	Fittings, DI Tee, 10x6	2.00	EA	$ 50.00	2.00	$ 100.00		$ -	2.00	$ 100.00	100.00%
						Sub Total	**$ 100.00**			**Sub Total**	**$ 100.00**	
		Division 6020 – Rehabilitation of Existing Manholes										
5	6020-108-D-0	Manhole Lining with Centrifugally Cast Cementitious Mortar Liner with Epoxy S	42.00	VF	$ 80.00	40.00	$ 3,200.00		$ -	40.00	$ 3,200.00	95.24%
						Sub Total	**$ 3,200.00**			**Sub Total**	**$ 3,200.00**	
		Division 8010 – Traffic Signals & Lighting										
6	8010-108-K-0	Footings and Foundations, Fiber Optic Hub, PC	N/A			50.00				50.00		
						Sub Total	**$ -**			**Sub Total**	**$ -**	

Instruction:
Hide rows 693 thru 760 when not using Alternate Bid Items.
Delete this note if using Alternate Items.

BASE AMOUNT EARNED TO DATE: $ 25,600.00
ALTERNATE ITEMS AMOUNT EARNED TO DATE: $ -
TOTAL AMOUNT EARNED TO DATE: $ 25,600.00

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THE CITY OF DUBUQUE

Masterpiece on the Mississippi

THANK YOU!

Please contact:
Max O'Brien (Mobrien@cityofdubuque.org) or
Todd Irwin (Tirwin@cityofdubuque.org)
for questions regarding the Project Workbook