

SECTION 01027

APPLICATION FOR PAYMENT

PART 1 – GENERAL

1.01 RELATED REQUIREMENTS

- A. General provisions of Contract, including General and Supplementary Conditions
- B. Division 1 through Division 15 Specification Sections
- C. Section 01370 - Schedule of Valves

1.02 SECTION INCLUDES

- A. Administrative and procedural requirements governing the Contractor's Schedule of Values and Applications for Payment.

1.03 SCHEDULE OF VALUES

- A. Coordinate preparation of the Schedule of Values with preparation of the Progress Schedule.
- B. Submit the preliminary and finalized Schedule of Values in accordance with the General Conditions.
- C. Sub-Schedules: Where the work is separated into phases that require separately phased payments, provide sub-schedules showing values correlated with each phase of payment.
- D. Format and Content:
 - 1. Identification: Include the following Project Identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of the Engineer.
 - c. Project or bid number.
 - d. Contractor's name and address.
 - e. Date of submittal.
 - 2. Arrange the Schedule of Values in a tabular form with separate columns to indicate the following for each item listed:
 - a. Generic name.
 - b. Related Specification Section.
 - c. Change Orders (numbers) that have affected value.
 - d. Dollar value.
 - e. Percentage of Contract.
 - 3. Provide a breakdown of the Contract Sum in sufficient detail to facilitate continued evaluation of Applications for Payment and progress reports. Separate principal subcontracts into several line items.

4. Round amounts off to the nearest whole dollar; the total shall equal the Contract Sum.
 5. Each item in the Schedule of Values and Applications for Payment shall be complete including its total cost and proportionate share of indirect cost, general overhead, and profit margin.
- E. Schedule Updating: Update and resubmit the Schedule of Values when Change Orders or Construction Change Directives result in a change in the Contract Price.

1.04 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by the Engineer and paid for by the County.
- B. The initial Application for Payment, the Application for Payment at time of Substantial Completion, and the final Application for Payment involve additional requirements.
- C. Payment Application Times: each progress payment date is as indicated in the General Conditions. The period of Construction work covered by each Application for Payment is the period indicated in the General Conditions.
- D. Payment Application Forms: Applications for payment shall be made once per month.
- E. Application Preparation: Complete every entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Contractor. Incomplete applications will be returned without action.
1. Entries shall match data on the Schedule of Values and Progress Schedule. Provide updated schedules if revisions have been made.
 2. Include amounts of Change Orders and work Change Directives issued prior to the last day of the construction period covered by the application.
 3. A subtraction of 10% shall be indicated within the pay request for retainage
- F. Transmittal: Submit three (3) complete original executed copies of each Application for Payment to the Engineer, including Contractor's Warranty of Title, Consent of Surety, waivers of liens from the Contractor, all subcontractors and vendors, and similar attachments, when required, each on the forms provided in the Contract Documents. For the Final Payment Application, provide one (1) additional original executed copy of each Application for Payment to the Engineer, including Contractor's Warranty of Title, final waivers of liens from the Contractors, all subcontractors and vendors, and similar attachments, when required, each on the forms provided in the Contract Documents.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information related to the application in a manner acceptable to the Engineer.
- G. Waivers of Mechanics Lien: With each Application for Payment, submit waivers of mechanics liens on the forms provided in the Contract Documents from Contractor and from subcontractors or sub-subcontractors and suppliers for the construction period covered by the previous application.
1. Submit partial waivers on each item for the amount requested, prior to deduction for retainage, on each item.
 2. When an application shows completion of an item, submit final or full waivers.

3. The County reserves the right to designate which entities involved in the work must submit waivers.
 4. Submit Final Application for Payment with or proceeded by final waivers on the forms provided in the Contract Documents from every entity involved with performance of work, including material and/or equipment suppliers, covered by any Application for Payment who could lawfully be entitled to a lien.
 5. Subcontract and Supplier lien waivers shall itemize the current cost and status of their contract with the Contractor, including change orders.
 6. Waivers Form: Submit waivers of lien on the forms provided in the Contract Documents and executed in a manner acceptable to County.
- H. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment; this application shall reflect any Certificates of Partial Substantial Completion issued previously for County occupancy of designated portions of the Work.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

END OF SECTION

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