

SECTION 01025

MEASUREMENT AND PAYMENT

PART 1 GENERAL

1.01 SUMMARY

This section describes the procedure for Application for Payment by the Contractor. This section establishes the basis of payment, application format, application content and application review process required by the Owner before they will process the application for actual payment.

1.02 RELATED SECTIONS

- A. Section 500 – Agreement
- B. Section 630 - Monthly Pay Estimate Summary
- C. Section 640 - Monthly Pay Estimate
- D. Section 650 - Request For Payment For Materials On Hand
- E. Section 660 - Contractor's Certification
- F. Section 700 - General Conditions: Progress Payments, Retainage and Final Payment
- G. Section 800 - Supplemental General Conditions
- H. Section 01700 - Contract Closeout

1.03 FORMAT AND DATA REQUIRED

- A. Submit Applications for Payment and all other required forms and information to the Engineer.
- B. Provide itemized data on continuation sheets.
- C. Format, schedules, line items, and values: Those of the approved Schedule of Values.

1.04 PREPARATION OF APPLICATION FOR EACH PROGRESS PAYMENT

- A. Prepare Application for Payment and all other required information in accordance with terms and schedule established in the General Conditions, Supplemental General Conditions and the Agreement Between Owner and Contractor, or as otherwise negotiated between Owner and Contractor.
- B. Application Form

1. Required information completed, including that for Change Orders executed prior to the date of submittal of application.
 2. Summary of dollar values to agree with the respective totals indicated on the continuation sheets.
- C. Continuation Sheets.
1. Total list of all scheduled component items of Work, with item number and the scheduled dollar value for each item.
 2. Dollar value in each column for each scheduled line item when work has been performed.
 3. Each Change Order executed prior to the date of submission shall be listed at the end of the continuation sheets.
 4. List by Change Order number and description as for an original component item of work.
- D. Contractor shall execute certification with the signature of a responsible officer of the Contractor's firm.

1.05 SUBSTANTIATING DATA FOR PROGRESS PAYMENTS

- A. When Owner or Engineer requires substantiating data, Contractor shall submit suitable information with a cover letter identifying:
1. Project name and number.
 2. Application number and date.
 3. Detailed list of enclosures.
- B. Submit one (1) copy of data and cover letter for each copy of application.

1.06 SCHEDULE OF VALUES

- A. Refer to General Conditions for requirements.
- B. Where payment is to be based on unit bid prices, correlate Schedule of Values with bid items.
- C. Where payment is to be based on fixed price, correlate Schedule of Values with divisions and sections of specifications, unless otherwise approved by the Engineer.
- D. On Bid items to be paid as lump sum that may extend beyond a single pay estimate, a schedule of values shall be submitted to Owner a minimum of 10 days prior to Work on that item. Adequate detail shall be given to allow a value to

be placed on Work completed during any given pay estimate. Where payment is to be based on unit Bid prices, correlate schedule of values with divisions and sections of Specifications, unless otherwise approved by the Engineer. If separate payment is to be requested for materials suitably stored but not installed, paid invoices for the item shall be submitted.

- E. The Schedule of Values line item for mobilization shall be paid for as a lump sum and shall include all fixed costs for the Work; by way of example, mobilization and de-mobilization, bond and insurance costs, etc. The first partial pay request shall include not more than 75% of this Bid amount; 25% of this Bid amount shall be paid on the final pay request.

1.07 PREPARATION OF APPLICATION FOR FINAL PAYMENT

- A. Contractor shall complete Application form as specified for progress payments.
- B. Continuation sheets used for presenting the final statement of accounting as specified in Section 01700-Contract Closeout.

1.08 SUBMITTAL PROCEDURE

- A. Submit Application for Payment and all required information to Engineer for review in accordance with the established schedule. Application and all related forms shall be properly executed by signature of a responsible officer of the Contractor's firm.
- B. Engineer to review and verify Application for Payment within established schedule. Contractor shall make corrections noted by Engineer and re-submit three copies of Application to Engineer.
- C. When Engineer finds the Application complete and correct, Engineer will transmit two copies of the complete Application packet to Owner for processing.

1.09 BASIS OF PAYMENT

Progress payments will be made on the basis of Engineer's opinion of completed work of individual project components, plus suitably stored materials on-hand, per the approved Schedule of Values and in accordance with the terms of the General Conditions and Agreement

A. LUMP SUM PRICES

- 1. Where lump sum prices are given for a described portion of the work, that price shall cover all materials, equipment and labor necessary to acquire, deliver, store and install that portion of the work, complete and in place, as shown and indicated in the drawings and as described in the Project Manual.
- 2. Quantities given in the bid form are estimates for the purpose of evaluating bids. Consequently, some differences may arise in actual and bid quantities.

3. Quantities given for lump sum items, including earthwork, are estimates only. The Contractor should satisfy himself as to the actual quantities required to complete the work described in the plans and these specifications. Unit costs for earthwork will not be employed to determine payment.

B. UNIT PRICE BID ITEMS

1. Payment for work included in unit price bid items shall be based on the completed value of each unit in such quantity actually installed as measured and determined by the Engineer unless the approved Schedule of Values provides sufficient detail for measurement and payment of partial progress of work.
2. Unit pricing shall include all materials, equipment and labor necessary to complete the bid item as shown and indicated in the project documents.
3. Quantities given in the bid form are estimates for the purpose of evaluating bids. Consequently, some differences may arise in actual and bid quantities.
4. Contractor or Owner may request re-negotiation of Unit Price for an item if the actual field measured work done for that item differs from the estimated quantity by more than 50% under the following terms:
 - a) Contractor shall not make any claim for damages for any work item for which the actual field measurement does not differ from the estimated quantity by more than 50%, higher or lower.
 - b) Re-negotiated Unit Prices shall be based on actual costs to Contractor for the specific work item plus a reasonable allowance for overhead and profit.
 - c) Re-negotiating the Unit Price shall not increase or decrease the Unit Price by more than 10 percent.
 - d) Contractor shall submit to Owner satisfactory data substantiating the actual costs and overhead rate to perform the Work covered by the Unit Price being re-negotiated.
5. No payment will be made if the entire bid item is unused.

C. MINOR CONTRACT REVISIONS

1. If provided on the Bid Schedule, the Minor Contract Revisions line item is for the sole use of Owner at Owner's discretion for minor changes to the project.
2. The Contractors shall include the dollar amount provided by the Owner for Minor Contract Revisions in his base bid total.
3. The intent of this line item is to provide the Owner's designated project manager a mechanism to approve minor changes to the work, either from

Contractor requested changes or from Owner modification, without unnecessary project delay and without further approval by the Owner.

4. The Owner shall retain all unused monies in this line item.
5. The Owner shall direct Contractor in writing when this line item is to be used along with the amount to be included in the Application for Payment.

D. ALLOWANCE

1. If provided on the Bid Schedule, an Allowance line item is for the sole use of Owner at Owner's discretion for changes to the project.
2. Allowance line items shall be administered per conditions of GC-11.02.
3. The Owner shall direct Contractor in writing when this line item is to be used along with all pertinent specifying information for purchase by contractor.
4. Contractor shall submit purchase receipts documenting the cost of owner requested materials with pay application for reimbursement.

1.10 BID ITEMS

A. **Bid Item # 1 – Mobilization and Demobilization**

1. *Description*
 - a) This line item is for contractor mobilization and demobilization costs.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item can include costs for insurance, bonds, sanitary facilities, record drawings, street cleaning, subsistence costs if needed and other elements of the work not included elsewhere or specifically called for to be paid for elsewhere.
3. *Payment Basis*
 - a) Lump Sum – 60% on first pay request, 40% on the final pay request.

B. **Bid Item # 2 – Traffic Control**

1. *Description*
 - a) This line item is for the traffic control work associated with the Snowfall Rec Path Crossing and Drainage work.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with traffic control and detouring during the work. Contractor shall provide a traffic control and detour plan for

Town approval at least two weeks in advance of the need.

3. *Payment Basis*
 - a) Lump Sum - progress payments based on percentage of project completed.

C. Bid Item # 3 – Minor Contract Revisions

1. *Description*
 - a) This line item shall be used at Owner's discretion to cover minor contract revisions.
2. *Specific inclusions, exclusions or special considerations*
 - a) This item pays for minor contract revisions as directed and approved by the Town in advance.
3. *Payment Basis*
 - a) Individual payments per Owner direction and approval.

D. Bid Item # 4 – Erosion Control and Surface Water Control and Bypass

1. *Description*
 - a) This line item is for the supply and installation of all erosion control and surface water control and bypass required for the project.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with the supply, installation, and operation of erosion control measures, surface water control, and surface water bypass during construction.
3. *Payment Basis*
 - a) Lump Sum – progress payments based on percentage of project completed.

E. Bid Items # 5 – Remove Bridge Decking and Components

1. *Description*
 - a) This line item is for the removals and demolition work as shown and described in the drawings.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with the demolition, removals and disposal as shown. The work includes removal of the bridge deck, structural supports, and railing.
3. *Payment Basis*
 - a) Lump Sum.

F. Bid Items # 6 – Remove Existing Storm Basin & Sawcut/Remove 72” RCP

1. *Description*
 - a) This line item is for the removals and demolition work as shown and described in the drawings.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with the demolition, removals and disposal as shown. The work includes the concrete storm basin inlet and RCP pipe sawcut and removal and other related components.
 - b) This shall include clearing/grubbing of the ditch flow line for placement of select fill and piping.
3. *Payment Basis*
 - a) Lump Sum.

G. Bid Items # 7 – Remove Sidewalk

1. *Description*
 - a) This line item is for the removals and demolition work as shown and described in the drawings.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with the demolition, removals and disposal as shown. The work includes the sidewalk removal and unsuitable existing subgrade and subbase.
 - b) This shall include clearing/grubbing of the new sidewalk alignment for placement of select fill.
3. *Payment Basis*
 - a) Lump Sum.

H. Bid Item # 8 – Relocate Shallow Utilities

1. *Description*
 - a) This line item is for the utility potholing to locate various shallow utilities as described in the project documents.
2. *Specific inclusions, exclusions or special considerations*
 - a) This line item shall include all labor, materials and equipment involved with the utility potholing and verification of need for utility relocations.
3. *Payment Basis*
 - a) Lump Sum.

I. Bid Item # 9 – Class 5 Aggregate Base Course

1. *Description*
 - a) This line item is for the importation of Class 5 Aggregate Base Course where shown on the drawings or as approved in advance by the Town/Project Engineer.
2. *Specific inclusions, exclusions or special considerations*
 - a) Includes base course placement, where needed or shown. Includes material, placement and compaction per plans and specs.
3. *Payment Basis*
 - a) Per tons of material placed as verified by certified weight ticket provided to Town's representative daily.

J. Bid Item # 10 – Concrete Flatwork (Sidewalk)

1. *Description*
 - a) Construction of sidewalk as shown on drawings.
2. *Specific inclusions, exclusions or special considerations*
 - a) Work includes embankment fill placement/compaction, subgrade prep and compaction, concrete placement, finish and curing. Work includes barricading or fencing to keep pedestrians off fresh concrete.
3. *Payment Basis*
 - a) Per Square Yard as measured in the field.

K. Bid Item # 11 – 60" HDPE Pipe/Culvert

1. *Description*
 - a) This line item is for the supply and placement of an 60" diameter HDPE storm drain piping. The work includes the placement to line and grade, bedding, backfill and flushing of the new pipe.
2. *Specific inclusions, exclusions or special considerations*
 - a) Includes all equipment, labor & material for the trenching, placement of pipe, backfill, and compaction. Supply and placement of bedding material (class 6 road base) to elevations shown in the project drawings shall be included in this bid item.
 - b) Pipe shall be installed per manufacturer requirements.
3. *Payment Basis*
 - a) Per linear foot of pipe placed as measured in the field

L. Bid Item # 12 – 60” 45-Degree HDPE ADS Fitting

1. *Description*
 - a) This line item is for the supply and placement of a 60” 45-degree watertight fitting. The work includes the placement to line and grade, bedding, backfill and flushing of the new fitting.
2. *Specific inclusions, exclusions or special considerations*
 - a) Includes all equipment, labor & material for the trenching, placement of fitting (includes watertight connection “slip-lined” in existing sawcut 72” RCP), backfill, and compaction. Supply and placement of bedding material (class 6 road base) to elevations shown in the project drawings shall be included in this bid item.
 - b) Fitting and watertight connection shall be installed per manufacturer requirements.
3. *Payment Basis*
 - a) Per each.

M. Bid Item # 13 – 60” Flared End Section (FES) w/ Trash Guard

1. *Description*
 - a) This line item is for the supply and installation of a flared end section and trash guard.
2. *Specific inclusions, exclusions or special considerations*
 - a) The work includes all materials, equipment, labor, and work to install flared end sections per manufacturer requirements and to armor the sides of the FES with riprap to prevent erosion.
3. *Payment Basis*
 - a) Per each.

N. Bid Item # 14 – Improve & Realign Swale

1. *Description*
 - a) This line item is for the realignment, grading, and installation of a 3-foot-wide swale to facilitate drainage.
2. *Specific inclusions, exclusions or special considerations*
 - a) Includes all labor, materials, equipment to remove organics and other deleterious materials, prepare the subgrade & base, and improve the drainage flow to the new flared end section. Also included is the hauling and legal disposal of deleterious materials off site.

3. *Payment Basis*
 - a) Per Lineal Foot as measured in field.

O. Bid Item # 15 – Rip Rap Inlet Protection

1. *Description*
 - a) This line item includes all work to haul and place rip rap.
2. *Specific inclusions, exclusions or special considerations*
 - a) Includes all labor, materials (including TenCate Mirafi non-woven fabric), equipment, subgrade & base prep to furnish and place D50-9 riprap at a thickness of 18 inches.
3. *Payment Basis*
 - a) Per square yard of placed riprap (18" minimum thickness).

END OF SECTION