



# AIA Document G704™ - 2000

## Certificate of Substantial Completion

PROJECT: Prairie City  
(Name and address) Library  
100 Marshall Street  
Prairie City, IA 50228

PROJECT NUMBER: PCL72  
CONTRACT FOR: General Construction  
CONTRACT DATE: 12 April 2023

OWNER:   
ARCHITECT:   
CONTRACTOR:   
FIELD:   
OTHER:

TO OWNER:  
(Name and address)  
City of Prairie City  
203 E. Jefferson Street  
Prairie City, IA 50228

TO CONTRACTOR:  
(Name and address)

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

Total Occupancy, 100 Marshall Street

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

### Warranty

### Date of Commencement

The Design Partnership

11 April 2024

ARCHITECT

BY Edward L. Soenke

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

\$5,000 retainage to cover incomplete work (water heating and heated air distribution).

Cost estimate of Work that is Incomplete or defective: \$0.00

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

Accurate Commercial

10 April 2024

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 8:00 AM on (date) 12 April 2024.

City of Prairie City

11 April 2024

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

On April 12 2024 the Owner assumes responsibility for security, maintenance, insurance, and any damage to work.



203 E Jefferson  
Prairie City, IA 50228  
Phone: 515-994-2649

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** April 8, 2024  
**SUBJ:** Water Meter Replacement Project

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### **Background**

The issue of replacing customer's older water meters through a City-wide project was previously discussed at the Capital Improvement Plan (CIP) and Budget meetings. Most recently, Jake spoke to the City Council at a previous City Council meeting about the water meter replacement project which prompted the question about whether the City or the utility customer should pay for the new meters, and also the question about what some of the surrounding cities do in this situation.

Jake reached out to surrounding cities and learned the following:

City of Newton only charges for meter neglect.

City of Colfax currently charges for meter replacement due to neglect. They will be going through the city-wide replacement process in a year or two.

City of Monroe only charges for meter neglect.

The approved Capital Improvement Plan and the current draft City budget show \$21,250 for new meters for FY25. Jake points out that most of the meters in the City's system are older than 20 years and a typical life span of a water meter is 15-20 years.

### **Action**

As the cost of purchasing new water meters was included in the CIP and the draft City budget, I support Jake's recommendation to not charge the customers for the new water meters that are a part of the City-wide water meter replacement project.

## Water meters

Jake Farlow <jake.farlow@prairiecityiowa.us>

Mon 2024-04-08 3:14 PM

To: Jerry Moore <jerry.moore@prairiecityiowa.us>

City of Newton, only charges for meter neglect

City of Monroe, only charges for meter neglect

City of Colfax, as of now charges for meter replacement due to neglect. They will be going through this process in a yr or two. Replacement of meters.

My recommendation is that we do not charge for meter replacement due to upgrading our system. Most of the meters in our system are older than 20 yrs . Typical life span of a water meter is 15-20 yrs. Get [Outlook for iOS](#)