

AUTOMATIC/PROJECT MANAGER© (APM)

EXAMPLES

(manual input required in Red Marquee areas only)

(1) Workbook Setup

Proj Name:	(Sample Project Name)	Start Date:	09/11/23	Owner Name:	(Sample Owner Name)	% Retainage Agreement		OP&I Markup %		Chg Orders %
Proj Address:	Anywhere USA	End Date:	09/09/24	Owner Address:	Somewhere in LA area	% of Completed Work:	10%	Overhead	3%	
Project No:	"The Project"	No. Days:	365 days	Arch/Eng Name:	Studio Architecture			Profit	4%	10%
Date:	08/18/23	Square Feet:	10,100 Sq Ft	Arch/Eng Address:	1510 Onley St B, South Pas	% of Change Orders		Insurance	1%	
Proj Scope:	One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.					Estimator:	Estimating Dept.	Total	9%	10%
Gen Contractor:	(Your Company Name here)	(Your Company Address here)				Gen. Cond's Pickup	Check for Balance	Work Schedule		

Check here if PM is assigned to track General Conditions

(2) SCHEDULE OF VALUES (SOV)

(Budget sheet)

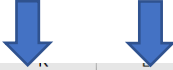
Proj Address:	Anywhere USA	End Date:	09/09/24	Owner Address:	Somewhere in LA area	
Project No:	"The Project"	No. Days:	365 days	Arch/Eng Name:	Studio Architecture	
Date:	08/18/23	Square Feet:	10,100 Sq Ft	Arch/Eng Address:	1510 Onley St B, South Pasadena, CA 91030	
Proj Scope:	One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.					
Gen Contractor:	(Your Company Name here)	(Your Company Address here)		<input checked="" type="checkbox"/>	Manage General Conditions	
CSI Code	<input type="button" value="Delete CSI"/> <input type="button" value="Insert CSI"/>	SUB-CONTRACT	<input type="button" value="Budget View"/>	<input type="button" value="Final View"/>	OTHER COSTS	SCHEDULED VALUE
Div. 00 Procurement & Contracting Requirements						
007200	General Conditions				292,100.00	292,100.00
015723	Storm Water Erosion (SWPPP)				15,000.00	15,000.00
022113	Site Surveys	15,000.00				15,000.00
024100	Demolition	114,000.00				114,000.00
030000	Concrete	287,849.00				287,849.00
051200	Structural Steel Framing	141,200.00				141,200.00
057000	Decorative Metal	1,780.00				1,780.00
061000	Rough Carpentry	145,000.00				145,000.00
062023	Interior Finish Carpentry	44,236.00				44,236.00
071000	Dampproofing - Waterproofing	3,500.00				3,500.00
099100	Painting	36,845.00				36,845.00
224200	Commercial Plumbing & Fixtures	141,140.00				141,140.00
230000	Heating, Ventil & Air Cond (HVAC)	98,680.00				98,680.00
260000	Electrical	663,900.00				663,900.00
310000	Earthwork	108,420.00				108,420.00
321200	Asphalt Paving	41,872.00				41,872.00
321300	Site Concrete Paving	318,213.00				318,213.00
321700	Striping, Bumpers & Signs	3,360.00				3,360.00
323200	Retaining Walls	3,500.00				3,500.00
329200	Turf and Grasses Landscaping	115,247.00				115,247.00
009000	Overhead Profit and Insurance (OP&I)				363,633.00	363,633.00
012663 Change Orders						
012663.1	Change Order #1	2,183.50				2,183.50
Change Order Total →		2,183.50				2,183.50
Subtotal		3,908,348.00			673,933.00	4,582,281.00

Original Contract Price Before Chg. Ord Added

(SAMPLE) 3

WORK SCHEDULE
(Budget sheet)

Manual input



Gen Contractor: <input checked="" type="checkbox"/> Gen. Cond's Pickup		Work Schedule			Budget View		Final View	
CSI Code	Delete CSI SUBCONTRACTOR	TASK START DATE	# DAYS TO COMPLETE	TASK END DATE	SCOPE OF WORK			
007200	(Your Company Name here)	09/11/23	365	09/09/24	Superintd, Forman Project Mgr, Cleanup, Barricades, Toilets, Eq Rental, Trash Removal, Temp Water, Temp Fence			
015723	SLC	09/14/23	1	09/14/23	Storm Water Erosion Prevention Plan (SWPPP)			
022113	Plump Engineering	09/26/23	1	09/26/23	Survey I Staking according to plan specs.			
024100	Central City Enterprise	09/11/23	9	09/19/23	Demolition and Sawcutting plus Concrete Removal and disposal (\$12,000) work Item by same Subcontractor			
030000	RC Const. Services Inc	10/09/23	26	11/03/23	Concrete - Trenching, forming and pouring footings and 5" slab according to plans			
051200	Rocky Point Iron	11/09/23	20	11/28/23	Structural Steel (Excludes Solar Structural Steel)- includes 14 bollards			
057000	Anaheim Fence	07/22/24	2	07/23/24	Misc. Metal Work (Stainless Steel etc)			
061000	All Star Const	11/28/23	30	12/27/23	All Rough Carpentry needs			
062023	TBD	08/21/24	3	08/23/24	Finish Carpentry- includes retail parts/cashier counter and glass shelving; breakroom cabinets & others per plans			
071000	TBD	12/27/23	2	12/28/23	Waterproofing- budget for waterproofing at the transition between showroom and customer lounge slabs			
099100	Vertex	03/25/24	45	05/08/24	Painting, inside and outside as required			
224200	ATA Plumbing	12/04/23	45	01/17/24	Plumbing (includes drinking fountain), Fixtures and includes \$5,000 work Item -Sewer conection			
230000	Mark Dattilo's HVAC	12/10/23	25	01/03/24	Heating, Ventilating & Air Conditioning, including Service Bays, also includes value-engineered equip			
260000	Energy Freedom	10/02/23	365	09/30/24	Electrical per plan specs - includes \$8,000 budget to relocate two site light poles (not shown on electrical plans)			
310000	The Polcyn Co.	09/26/23	20	10/15/23	Earthwork/Grading as required			
321200	Tyner Paving	06/17/24	10	06/26/24	Asphaltic Paving per plan specs			
321300	Bestone Interlock	05/05/24	30	06/03/24	Site Concrete- based on revised site work scope and Interlocking pavers (Hydro-Flow by Pacific Interlock)			
321700	TBD	09/02/24	2	09/03/24	Pavement Markings as shown on plans			
323200	TBD	01/02/24	6	01/07/24	Retaining Walls I Bio swales I Masonry I Concrete			
329200	TBD	08/21/24	15	09/04/24	Landscape, Irrigation- based on revised scope			
009000	(Your Company Name here)				Contractually Negotiated Overhead, Profit and Insurance charges			
012063		Chg Orders						
012663.1	Energy Freedom				Add Temporary Power not on Plans			
Change Order Total →								
Subtotal		Grand Total →						

(SAMPLE)

(4) GANTT/PERT CHART

(Schedule sheet)

Budget View		PROJECT SCHEDULE - GANTT/PERT CHART				Final View		
Proj Name:	(Sample Project Name)	Start Date:	09/11/23	Owner Name:	(Sample Customer Name)	5) days		
Proj Address:	Anywhere USA	End Date:	09/09/24	Owner Address:	Somewhere in LA area			
Project No.:	"The Project"	No. Days:	365 days	Arch/Eng Name:	Studio Architecture			
Eng'r Plans Date:	4/1/24	Square Feet:	10,100 Sq Ft	Arch/Eng Address:	1510 Onley St E, South	Display Week No.	1	
Proj Scope:	One story showroom with service reception canopy and an additional 2,733 sq ft of interior space added to showroom.						↓	26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15
Gen Contractor:	(Your Company Name here)	(Your Company Address here)		Display Week →	1	T W T F S S M T W T F S S M T W T F S S		
ITEM N°	CSI CC	DESCRIPTION OF WORK	ASSIGNED TO	PROGRESS	START DATE	END DATE	# DAYS	
1	007200	General Conditions	(Your Company Name)	25%	09/11/23	09/09/24	365	
2	024100	Demolition	Central City Enterprise	100%	09/11/23	09/19/23	9	
3	015723	Storm Water Erosion (SWPPP)	SLC	18%	09/14/23	09/14/23	1	
4	022113	Site Surveys	Plump Engineering	50%	09/26/23	09/26/23	1	
5	310000	Earthwork	The Polcyn Co.	60%	09/26/23	10/15/23	20	
6	260000	Electrical	Energy Freedom	60%	10/02/23	09/30/24	365	
7	030000	Concrete	RC Const. Services Inc		10/09/23	11/03/23	26	
8	051200	Structural Steel Framing	Rocky Point Iron		11/09/23	11/28/23	20	
9	061000	Rough Carpentry	All Star Const.		11/28/23	12/27/23	30	
10	224200	Commercial Plumbing & Fixtures	ATA Plumbing		12/04/23	01/17/24	45	
11	230000	Heating, Ventil & Air Cond (HVAC)	Mark Dattilo's HVAC		12/10/23	01/03/24	25	
12	071000	Dampproofing - Waterproofing	TBD		12/27/23	12/28/23	2	
13	072100	Thermal Insulation	OJ Insulation	50%	12/27/23	01/02/24	7	
14	084300	Storefronts	Total Glazing		12/27/23	02/24/24	60	
15	078443	Fire-Resistant Joint Sealants	TBD		12/28/23	12/29/23	2	
16	075000	Membrane Roofing	CRS Comercial		01/02/24	01/16/24	15	
17	102813	Toilet Accessories	Harrigan's Toilet Part.		04/26/24	04/29/24	4	
18	321300	Site Concrete Paving	Bestone Interlock		06/03/24	06/03/24	30	
19	321200	Asphalt Paving	Tyner Paving		06/17/24	06/26/24	10	
20	104416	Fire Extinguishers	SLC	30%	06/19/24	06/19/24	1	
21	144200	Wheelchair Lifts	Mc Kinley Elevator Cor		06/24/24	06/29/24	6	
22	076000	Flashing & Sheet Metal	TBD		07/08/24	07/17/24	10	
23	221413	Facility Storm Drainage Piping	TBD	53%	07/08/24	07/17/24	10	
24	057000	Decorative Metal	Anaheim Fence		07/22/24	07/23/24	2	
25	074200	Exterior Composite Panels	Sobotec		08/12/24	09/05/24	25	
26	062023	Interior Finish Carpentry	TBD		08/21/24	08/23/24	3	
27	329200	Turf and Grasses Landscaping	TBD		08/21/24	09/04/24	15	
28	321700	Striping, Bumpers & Signs	TBD		09/02/24	09/03/24	2	
29								
30	012663.1	Change Order #1	Energy Freedom					
GRAND TOTALS								

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(SAMPLE)

(5) RETAINAGE, OVERHEAD, PROFIT & INSURANCE (OP&I)

(Budget sheet)

I	J	K	L	M
% Retainage Agreement		OP&I Markup %		Chg Orders %
% of Completed Work:	10%	Overhead	3%	10%
		Profit	4%	
% of Change Orders		Insurance	1%	
Estimator:	Estimating Dept.	Total	9%	10%

(SAMPLE)

(6) MOBILIZATION DRAW

(Budget sheet)

Manually enter %

Gen Contractor:	(Your Company Name here)	<input checked="" type="checkbox"/> Gen. Cond's Pickup	Check for Balance	Final View	REVISED OWNER CONTRACT AMT..	Date Billed	09/12/23
CSI Code	Delete CSI Insert CSI CSI DESCRIPTION OF WORK	Final View SUBCONTRACTOR	SUBCONTRACTOR COST	Final View REVISED OWNER CONTRACT AMT..	Mobilization Draw	% Req'd	Bill Amount \$
00000	Procurement & Contracting Requirements		-				
007200	General Conditions	(Your Company Name here)	292,100.00	292,100.00		5.00%	14,605.00
015723	Storm Water Erosion (SWPPP)	SLC	7,300.00	15,000.00			-
022113	Site Surveys	Plump Engineering	9,500.00	15,000.00		5.00%	750.00
024100	Demolition	Central City Enterprise	102,000.00	114,000.00		5.00%	5,700.00
030000	Concrete	RC Const. Services Inc.	231,726.00	287,849.00		5.00%	14,392.45
051200	Structural Steel Framing	Rocky Point Iron	120,000.00	141,200.00		5.00%	7,060.00
057000	Decorative Metal	Anaheim Fence	1,780.00	1,780.00		5.00%	89.00
061000	Rough Carpentry	All Star Const.	139,500.00	145,000.00		5.00%	7,250.00
062023	Interior Finish Carpentry	TBD	44,236.00	44,236.00		5.00%	2,211.80
071000	Dampproofing - Waterproofing	TBD	3,500.00	3,500.00		5.00%	175.00
099100	Painting	Vertex	36,845.00	36,845.00		5.00%	1,842.25
224200	Commercial Plumbing & Fixtures	ATA Plumbing	160,710.73	141,140.00		5.00%	7,057.00
230000	Heating, Ventil & Air Cond (HVAC)	Mark Dattilo's HVAC	100,130.00	98,680.00		5.00%	4,934.00
260000	Electrical	Energy Freedom	583,400.00	663,900.00		5.00%	33,195.00
310000	Earthwork	The Polcyn Co.	59,420.00	108,420.00		5.00%	5,421.00
321200	Asphalt Paving	Tyner Paving	27,100.00	41,872.00		5.00%	2,093.60
321300	Site Concrete Paving	Bestone Interlock	164,000.00	318,213.00		5.00%	15,910.65
321700	Striping, Bumpers & Signs	TBD	3,360.00	3,360.00		5.00%	168.00
323200	Retaining Walls	TBD	3,500.00	3,500.00		5.00%	175.00
329200	Turf and Grasses Landscaping	TBD	115,247.00	115,247.00		5.00%	5,762.35
009000	Overhead Profit and Insurance (OP&I)	(Your Company Name here)	363,633.00	363,633.00		4.98%	18,117.00
012663	Change Orders			Change Orders ↓			
012663.1	Change Order #1	Energy Freedom	1,985.00	2,183.50			-
Change Order Total →			1,985.00	2,183.50		chg ords →	-
Subtotal		Grand Total →	4,092,730.73	4,218,648.00		Subtotal	210,182.40
				126,559.00			6,305.45
				173,808.00			8,659.50
				63,266.00			3,152.05
				363,633.00			18,117.00
TOTALS			↓(with Chg Ords)↓	↓(with Chg Ords)↓			
		SLC Cost Total →	4,092,730.73	4,584,464.50		4.98%	228,299.40

(SAMPLE)

(6a) MOBILIZATION DRAW (cont'd)

(J302 & J303 Mobilization sheets)

CONTRACTOR'S PAYMENT APPLICATION

PAGE 1 OF 2

BILLING CYCLE: Mobilization Draw	PROJECT NAME:	PROJECT NO:	"The Project"
APPLICATION DATE: 09/12/23	(Sample Project Name)		
PERIOD TO: 09/12/23	Anywhere USA		

TO OWNER:	ARCHITECT:
(Sample Customer Name)	Studio Architecture
Somewhere in LA area	1510 Onley St B, South Pasadena, CA 91030

FROM CONTRACTOR:	CONTRACTED FOR:
(Your Company Name here)	One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.
(Your Company Address here)	

BEGINNING CONTRACT AMOUNT:	\$ 4,582,281.00
OWNER-CONTRACTOR CHANGE ORDERS:	\$ -
CURRENT CONTRACT AMOUNT:	\$ 4,582,281.00
SCHEDULE OF VALUES COMPLETED TO DATE:	\$228,299.40
CONTRACTED RETAINAGE:	
10% % of Completed Work:	\$ 22,829.94
_____ % of Completed Chg Ords:	\$ -
TOTAL RETAINED AMOUNT TO DATE:	\$ 22,829.94
TOTAL EARNED LESS RETAINAGE:	\$ 205,469.46
LESS PREVIOUS PAYMENTS:	\$ -
CURRENT PAYMENT DUE :	\$ 205,469.46
BALANCE TO COMPLETION, INCLUDING RETAINAGE:	\$ 4,376,811.54

CHANGE ORDER SUMMARY	
ADDITIONS	DEDUCTIONS
Change Orders Previously Approved:	
Change Orders Approved this Month:	
\$ -	\$ -
TOTALS	
\$ -	\$ -

NET CHANGE BY CHANGE ORDERS

As a representative for (Your Company Name here), I do hereby certify that to the best of my knowledge, based on personal observation and in accordance with the Contract Agreement, all amounts presented on pages 1 and 2 of this Application for Payment, are true and accurate.

CONTRACTOR:
 Signed By: _____ Title: _____ Date _____

J302

See page 2 of 2, "Schedule of Values Summary Sheet" (attached), for the data in support of this Application:

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SCHEDULE of VALUES

Summary Sheet

PAGE 2 OF 2

TO OWNER:		Budget View	Final View	BILLING CYCLE:		Mobilization Draw		
[Sample Customer Name]				APPLICATION DATE:		09/12/23		
Somewhere in LA area				PERIOD TO:		09/12/23		
FROM CONTRACTOR:				PROJECT NO:		"The Project"		
(Your Company Name here)								
(Your Company Address here)								
ITEM NO.	CSI CODE	WORK DESCRIPTION	SCHEDULE OF VALUES	WORK COMPLETED FROM PREVIOUS BILLING	WORK PAID THIS PERIOD Z	TOTAL COMPLETED TO DATE	% COMPLETE D	BALANCE TO COMPLETE
1	007200	General Conditions	292,100.00		14,605.00	14,605.00	5.00%	277,495.00
2	015723	Storm Water Erosion (SWPPP)	15,000.00		-			15,000.00
3	022113	Site Surveys	15,000.00		750.00	750.00	5.00%	14,250.00
4	024100	Demolition	114,000.00		5,700.00	5,700.00	5.00%	108,300.00
5	030000	Concrete	287,849.00		14,392.45	14,392.45	5.00%	273,456.55
6	051200	Structural Steel Framing	141,200.00		7,060.00	7,060.00	5.00%	134,140.00
7	057000	Decorative Metal	1,780.00		89.00	89.00	5.00%	1,691.00
8	061000	Rough Carpentry	145,000.00		7,250.00	7,250.00	5.00%	137,750.00
9	062023	Interior Finish Carpentry	44,236.00		2,211.80	2,211.80	5.00%	42,024.20
10	071000	c	3,500.00		175.00	175.00	5.00%	3,325.00
11	072100	Thermal Insulation	18,748.00		937.40	937.40	5.00%	17,810.60
12	074200	Exterior Composite Panels	387,689.00		19,384.45	19,384.45	5.00%	368,304.55
13	075000	Membrane Roofing	34,400.00		1,720.00	1,720.00	5.00%	32,680.00
14	076000	Flashing & Sheet Metal	61,000.00		3,050.00	3,050.00	5.00%	57,950.00
15	078443	Fire-Resistant Joint Sealants	3,500.00		175.00	175.00	5.00%	3,325.00
16	081000	Doors & Frames	34,760.00		1,738.00	1,738.00	5.00%	33,022.00
17	083300	Coiling Doors & Grilles	7,700.00		385.00	385.00	5.00%	7,315.00
18	084300	Storefronts	340,000.00		17,000.00	17,000.00	5.00%	323,000.00
19	092400	Cement Plastering	34,900.00		1,745.00	1,745.00	5.00%	33,155.00
20	092900	Gypsum Board (Drywall)	254,950.00		12,747.50	12,747.50	5.00%	242,202.50
21	093000	Tiling	178,150.00		8,907.50	8,907.50	5.00%	169,242.50
22	095100	Acoustical Ceilings	62,979.00		3,148.95	3,148.95	5.00%	59,830.05
23	099100	Painting	36,845.00		1,842.25	1,842.25	5.00%	35,002.75
24	102813	Toilet Accessories	20,015.00		1,000.75	1,000.75	5.00%	19,014.25
25	104416	Fire Extinguishers	3,200.00		160.00	160.00	5.00%	3,040.00
26	144200	Wheelchair Lifts	32,000.00		1,600.00	1,600.00	5.00%	30,400.00
27	211300	Fire-Suppression Sprinkler Systems	143,960.00		7,198.00	7,198.00	5.00%	136,762.00
28	221413	Facility Storm Drainage Piping	9,855.00		492.75	492.75	5.00%	9,362.25
29	224200	Commercial Plumbing & Fixtures	141,140.00		7,057.00	7,057.00	5.00%	134,083.00
30	230000	Heating, Ventil & Air Cond (HVAC)	98,680.00		4,934.00	4,934.00	5.00%	93,746.00
31	260000	Electrical	663,900.00		33,195.00	33,195.00	5.00%	630,705.00
32	310000	Earthwork	108,420.00		5,421.00	5,421.00	5.00%	102,999.00
33	321200	Asphalt Paving	41,872.00		2,093.60	2,093.60	5.00%	39,778.40
34	321300	Site Concrete Paving	318,213.00		15,910.65	15,910.65	5.00%	302,302.35
35	321700	Striping, Bumpers & Signs	3,360.00		168.00	168.00	5.00%	3,192.00
36	323200	Retaining Walls	3,500.00		175.00	175.00	5.00%	3,325.00
37	329200	Turf and Grasses Landscaping	115,247.00		5,762.35	5,762.35	5.00%	109,484.65
38	009000	Overhead Profit and Insurance (OP&I)	363,633.00		18,117.00	18,117.00	4.98%	345,516.00
39	0126631	Change Order #1	2,183.50		-			2,183.50
GRAND TOTALS			\$4,584,464.50		\$228,299.40	\$228,299.40	5%	\$4,356,165.10

J303

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(SAMPLE)

(7) MONTHLY PROGRESS PAYMENTS

(Budget Sheet)

Manually enter %

A	B	Y	Z	AA	AB
Proj Name:	(Sample Project Name)		BILLING		
Proj Address:	Anywhere USA				
Project No:	"The Project"	J302 (Mob)	J303 (Mob)	J304 (1)	J303 (1)
Date:	08/18/23				September-23
Proj Scope:	One story showroom with service reception canopy and ar				Substantially Completed!
Gen Contractor:	(Your Company Name here)	Date Billed	09/12/23	Date Billed	10/03/23
CSI Code	<input type="button" value="Delete CSI"/> <input type="button" value="Insert CSI"/>	Mobilization Draw		BILLING CYCLE #1	
CSI DESCRIPTION OF WORK					
Div. 00	Procurement & Contracting Requirements	% Req'd	Bill Amount \$	% COMP	Bill Amount \$
007200	General Conditions	5.00%	14,605.00	8.30%	24,244.30
015723	Storm Water Erosion (SWPPP)		-	100.00%	15,000.00
022113	Site Surveys	5.00%	750.00	8.00%	1,200.00
024100	Demolition	5.00%	5,700.00	50.00%	57,000.00
030000	Concrete	5.00%	14,392.45		-
051200	Structural Steel Framing	5.00%	7,060.00		-
057000	Decorative Metal	5.00%	89.00		-
061000	Rough Carpentry	5.00%	7,250.00		-
062023	Interior Finish Carpentry	5.00%	2,211.80		-
071000	Dampproofing - Waterproofing	5.00%	175.00		-
072100	Thermal Insulation	5.00%	937.40		-
074200	Exterior Composite Panels	5.00%	19,384.45		-
075000	Membrane Roofing	5.00%	1,720.00		-
076000	Flashing & Sheet Metal	5.00%	3,050.00		-
078443	Fire-Resistant Joint Sealants	5.00%	175.00		-
081000	Doors & Frames	5.00%	1,738.00		-
083300	Coiling Doors & Grilles	5.00%	385.00		-
091000	Staircases	5.00%	17,000.00		-

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(7a) MONTHLY PROGRESS PAYMENTS (cont'd)

(J302 & J303 Payment Application sheets)

CONTRACTOR'S PAYMENT APPLICATION			
PAGE 1 OF 2			
BILLING CYCLE: 1 APPLICATION DATE: 10/03/23 PERIOD TO: 09/30/23	PROJECT NAME: (Sample Project Name) Anywhere USA	PROJECT NO.:	"The Project"
TO OWNER: (Sample Customer Name) Somewhere in LA area	ARCHITECT: Studio Architecture 1510 Onley St B, South Pasadena, CA 91030		
FROM CONTRACTOR: (Your Company Name here) (Your Company Address here)	CONTRACTED FOR: One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.		
BEGINNING CONTRACT AMOUNT:	\$ 4,582,281.00	CHANGE ORDER SUMMARY	
OWNER-CONTRACTOR CHANGE ORDERS:	\$ 2,183.50	ADDITIONS	DEDUCTIONS
CURRENT CONTRACT AMOUNT:	\$ 4,584,464.50	Change Orders Previously Approved:	\$ -
SCHEDULE OF VALUES COMPLETED TO DATE:	\$ 373,005.66	Change Orders Approved this Month	\$ -
CONTRACTED RETAINAGE:		TOTALS	
10% % of Completed Work:	\$ 37,300.57	\$ 2,183.50	\$ -
% of Completed Chg Ords:	\$ -		
TOTAL RETAINED AMOUNT TO DATE:	\$ 37,300.57	NET CHANGE BY CHANGE ORDERS	
TOTAL EARNED LESS RETAINAGE:	\$ 335,705.09	\$2,183.50	
LESS PREVIOUS PAYMENTS:	\$ 205,469.46		
CURRENT PAYMENT DUE:	\$ 130,235.63		
BALANCE TO COMPLETION, INCLUDING RETAINAGE:	\$ 4,248,753.41		
As a representative (Your Company Name here), I do hereby certify that to the best of my knowledge, based on personal observation and work, for which this application covers, have been paid for by the Contractor.			
CONDITIONAL WAIVER AND RELEASE UPON PAYMENT:			
This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Period To: Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:			
EXCEPTION:	Retainage		
Maker of Check: (Sample Customer)			
Amount of Check: \$130,235.63			
Check Payable to: (Your Company Name here)			
Contractor			
Signed By: _____ Title: _____ Date: _____			
See page 2 of 2, "Schedule of Values Summary Sheet" (attached), for the data in support of this Application:			
J302			

(7b) (J303)

SCHEDULE of VALUES
Summary Sheet

PAGE 2 OF 2

TO OWNER: (Sample Customer Name) Somewhere in LA area	Budget View	Final View	BILLING CYCLE: APPLICATION DATE: 10/03/23 PERIOD TO: 09/30/23 PROJECT NO: "The Project"
FROM CONTRACTOR: (Your Company Name here) (Your Company Address here)			

ITEM NO.	CSI CODE	WORK DESCRIPTION	SCHEDULE OF VALUES	WORK COMPLETED FROM PREVIOUS BILLING	WORK COMPLETED THIS PERIOD	TOTAL COMPLETED TO DATE	% COMPLETE	BALANCE TO COMPLETE
1	007200	General Conditions	292,100.00	14,605.00	24,244.30	38,849.30	13.30%	253,250.70
2	015723	Storm Water Erosion (SWPPP)	15,000.00	-	15,000.00	15,000.00	100.00%	-
3	022113	Site Surveys	15,000.00	750.00	1,200.00	1,950.00	13.00%	13,050.00
4	024100	Demolition	114,000.00	5,700.00	57,000.00	62,700.00	55.00%	51,300.00
5	030000	Concrete	287,849.00	14,392.45	-	14,392.45	5.00%	273,456.55
6	051200	Structural Steel Framing	141,200.00	7,060.00	-	7,060.00	5.00%	134,140.00
7	057000	Decorative Metal	1,780.00	89.00	-	89.00	5.00%	1,691.00
8	061000	Rough Carpentry	145,000.00	7,250.00	-	7,250.00	5.00%	137,750.00
9	062023	Interior Finish Carpentry	44,236.00	2,211.80	-	2,211.80	5.00%	42,024.20
10	071000	Roofing	3,500.00	175.00	-	175.00	5.00%	3,325.00
11	072100	Thermal Insulation	18,748.00	937.40	-	937.40	5.00%	17,810.60
12	074200	Exterior Composite Panels	387,689.00	19,384.45	-	19,384.45	5.00%	368,304.55
13	075000	Membrane Roofing	34,400.00	1,720.00	-	1,720.00	5.00%	32,680.00
14	076000	Flashing & Sheet Metal	61,000.00	3,050.00	-	3,050.00	5.00%	57,950.00
15	078443	Fire-Resistant Joint Sealants	3,500.00	175.00	-	175.00	5.00%	3,325.00
16	081000	Doors & Frames	34,760.00	1,738.00	-	1,738.00	5.00%	33,022.00
17	083300	Coiling Doors & Grilles	7,700.00	385.00	-	385.00	5.00%	7,315.00
18	084300	Storefronts	340,000.00	17,000.00	-	17,000.00	5.00%	323,000.00
19	092400	Cement Plastering	34,900.00	1,745.00	-	1,745.00	5.00%	33,155.00
20	092900	Gypsum Board (Drywall)	254,950.00	12,747.50	-	12,747.50	5.00%	242,202.50
21	093000	Tiling	178,150.00	8,907.50	-	8,907.50	5.00%	169,242.50
22	095100	Acoustical Ceilings	62,979.00	3,148.95	-	3,148.95	5.00%	59,830.05
23	099100	Painting	36,845.00	1,842.25	-	1,842.25	5.00%	35,002.75
24	102813	Toilet Accessories	20,015.00	1,000.75	-	1,000.75	5.00%	19,014.25
25	104416	Fire Extinguishers	3,200.00	160.00	-	160.00	5.00%	3,040.00
26	144200	Wheelchair Lifts	32,000.00	1,600.00	-	1,600.00	5.00%	30,400.00
27	211300	Fire-Suppression Sprinkler Systems	143,960.00	7,198.00	-	7,198.00	5.00%	136,762.00
28	221413	Facility Storm Drainage Piping	9,855.00	492.75	-	492.75	5.00%	9,362.25
29	224200	Commercial Plumbing & Fixtures	141,140.00	7,057.00	-	7,057.00	5.00%	134,083.00
30	230000	Heating, Ventil & Air Cond (HVAC)	98,680.00	4,934.00	-	4,934.00	5.00%	93,746.00
31	260000	Electrical	663,900.00	33,195.00	-	33,195.00	5.00%	630,705.00
32	310000	Earthwork	108,420.00	5,421.00	35,778.60	41,199.60	38.00%	67,220.40
33	321200	Asphalt Paving	41,872.00	2,093.60	-	2,093.60	5.00%	39,778.40
34	321300	Site Concrete Paving	318,213.00	15,910.65	-	15,910.65	5.00%	302,302.35
35	321700	Striping, Bumpers & Signs	3,360.00	168.00	-	168.00	5.00%	3,192.00
36	323200	Retaining Walls	3,500.00	175.00	-	175.00	5.00%	3,325.00
37	329200	Turf and Grasses Landscaping	115,247.00	5,762.35	-	5,762.35	5.00%	109,484.65
38	009000	Overhead Profit and Insurance (OP&I)	363,633.00	18,117.00	11,483.36	29,600.36	8.14%	334,032.64
39	012663.1	Change Order #1	2,183.50	-	-	-	-	2,183.50
GRAND TOTALS			\$4,584,464.50	\$228,299.40	\$144,706.26	\$373,005.66	8%	\$4,211,458.84

J303

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(SAMPLE)

(8a) CHANGE ORDERS

Owner-Contractor - Change Orders sheet

Proj Name:	(Sample Project Name)			J301 (1) Print Area					
Proj Address:	Anywhere USA			CHANGE ORDER #1					
Eng'r Plans:	45,156			Owner - Contractor					
Est Duration:	365 days								
Estimator:	Estimating Dept.	Approval Date:	09/14/23	Order Scope:	Add Temporary Power not on Plans				
Change Order #1		Subcontractor:	Energy Freedom	Change Order #1					
CSI Code	Description	Labor	Equipment	Other Costs	Sub Total	Overhead	Profit	Insurance	Total
Select & Enter							10.0%		
012663									
015113	Provide Temporary Power for Office Area	1,985.00			1,985.00	-	198.50	-	2,183.50
Subtotal		1,985.00	-	-	1,985.00	-	198.50	-	2,183.50
Change Order #1		Change Order #1							
TOTAL		1,985.00	-	-	1,985.00	-	198.50	-	2,183.50

(8b) (Owner-Contractor - Change Order form (J301))

CHANGE ORDER

Owner-Contractor

OWNER:
(Sample Owner Name)
Somewhere in LA area

PROJECT:
(Sample Project Name)
Anywhere USA
Start Date: 09/11/23
End Date: 09/09/24
No. Days: 365

CHANGE ORDER NUMBER: 1
Approval Date: 09/14/23

CONTRACTOR:
(Your Company Name here)
(Your Company Address here)

PROJECT DESCRIPTION:
One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.

ARCHITECT:
Studio Architecture
1510 Onley St B, South Pasadena, CA 91030

THIS CHANGE ORDER HAS BEEN ISSUED TO ACCOMPLISH THE FOLLOWING:

CSI Code	DESCRIPTION	Total
012663	Add Temporary Power not on Plans	
015113	Provide Temporary Power for Office Area	2,183.50

The beginning Total Contract Amount was: 4,582,281.00

The total amount of all previous Change Orders, was:

The Total Contract Amount prior to this Change Order was: 4,582,281.00

The Total Contract Amount will be Increased by this Change Order, in the amount of \$1,985.00 Plus 10% Fee of \$198.50 for a total of: 2,183.50

The new Total Contract Amount including this Change Order will be: 4,584,464.50

The Contract Time will be Unchanged by +/- (# days) to new date:

APPROVED BY OWNER:
(Sample Owner Name)
Somewhere in LA area

APPROVED BY CONTRACTOR:
(Your Company Name here)
(Your Company Address here)

Signed By: _____ Date: _____

Signed By: _____ Date: _____

Title _____

Title _____

J301

(9a) Contractor-Subcontractor - Change Orders sheet

Proj Name: (Sample Project Name)				CHANGE ORDER 1									
Proj Address: Anywhere USA				J301S(1) CHANGE ORDER 1a				J301S(1) CHANGE ORDER 1b				J301S(1) CHANGE ORDER 1c	
Contractor: (Your Company Name here)				Contractor-Subcontractor						Contractor-Subcontractor			
Contr's Address: (Your Company Address here)				Subcontractor's Name: ATA Plumbing				Address: 130 N Sierra Madre Blvd, Pasadena, CA 91107		Contractor's Name: _____			
Architect: Studio Architecture				Approval Date: 09/01/23		Approval Date: 10/23/23		Approval Date: 10/23/23		Approval Date: 10/31/23		Approval Date: 10/31/23	
Eng Plans Date: 08/18/23				CSI Code: 224200		CSI Code: 224200		CSI Code: 224200		CSI Code: 224200		CSI Code: 224200	
ITEM NO.	CSI CODE	CSI DESCRIPTION OF WORK	SUBCONTRACTOR	CHANGE ORDER DESCRIPTION-1a	COST-1a	CHANGE ORDER DESCRIPTION-1b	COST-1b	CHANGE ORDER DESCRIPTION-1c	COST-1c	CHANGE ORDER DESCRIPTION-1c	COST-1c	CHANGE ORDER DESCRIPTION-1c	COST-1c
16	081000	Doors & Frames	AK Construction										
17	083300	Colling Doors & Grilles	Inland Overhead Door										
18	084300	Storefronts	Total Glazing										
19	092400	Cement Plastering	JFG Plastering										
20	092900	Gypsum Board (Drywall)	J. Jr. Drywall										
21	093000	Tiling	Mota's Flooring										
22	095100	Acoustical Ceilings	OJ Insulation										
23	099100	Painting	Vertex										
24	102813	Toilet Accessories	Harrigan's Toilet Part										
25	104416	Fire Extinguishers	SLC										
26	144200	Wheelchair Lifts	Mc Kinley Elevator Corp										
27	211300	Fire-Suppression Sprinkler Systems	RFP Inc. Fire Sprinklers										
28	221413	Facility Storm Drainage Piping	TBD										
29	224200	Commercial Plumbing & Fixtures	ATA Plumbing	Hookup Temporary Restroom Trailer to Sewer Line	650.00	Provide Temp Water Supply to Irrigation line	1,357.48	Adjust underground risers due to incorrect wall location	1,273.25				
30	230000	Heating, Ventil & Air Cond (HVAC)	Mark Dattilo's HVAC										
31	260000	Electrical	Energy Freedom										
32	310000	Earthwork	The Polcyn Co.										
33	321200	Asphalt Paving	Tyner Paving										
34	321300	Site Concrete Paving	Bestone Interlock										
35	321700	Striping, Bumpers & Signs	TBD										
36	323200	Retaining Walls	TBD										
37	329200	Turf and Grasses Landscaping	TBD										
38	012663.1	Change Order #1	Energy Freedom										
SUB TOTAL				Change Order Sub Total -->				Change Order Sub Total -->					

(9b) (Contractor-Subcontractor - Change Order form (J301S))

CHANGE ORDER 1a

Contractor-Subcontractor

SUBCONTRACTOR: ATA Plumbing 130 N Sierra Madre Blvd, Pasadena, CA 91107	PROJECT: (Sample Project Name) Anywhere USA Start Date: 09/11/23 End Date: 09/09/24 No. Days: 365	CHANGE ORDER NUMBER: 1a Approval Date: 09/01/23
CONTRACTOR: (Your Company Name here) (Your Company Address here)	PROJECT DESCRIPTION One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.	ARCHITECT: Studio Architecture 1510 Onley St B, South Pasadena, CA 91030

THIS CHANGE ORDER HAS BEEN ISSUED TO ACCOMPLISH THE FOLLOWING:

CSI Code	Description		Total
224200	Hookup Temporary Restroom Trailer to Sewer Line		650.00

The Original Subcontractor Price, for this Schedule of Values Work Item, was: 148,000.00

The Total Amount for all Previous Change Orders for this Schedule of Values Work Item, was:

The **Total Subcontract Price** Prior to this Change Order was: 148,000.00

The **Total Subcontract Price** will be **Increased** by this Change Order, in the amount of **650.00** Plus **Fee** for a total of: **650.00**

The new **Total Subcontract Price** including this Change Order, will be: **148,650.00**

APPROVED BY SUBCONTRACTOR: ATA Plumbing 130 N Sierra Madre Blvd, Pasadena, CA 91107	APPROVED BY CONTRACTOR: (Your Company Name here) (Your Company Address here)
Signed By: _____ Date: _____	Signed By: _____ Date: _____
Title _____	Title _____

J301S

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(Sample)

(10) RETURN ON INVESTMENT (ROI)

(Budget sheet)

NEGOTIATED SUBCONTRACTOR AMOUNT	COST REDUCTION OR INCREASE EXPLANATION	SUBCONTRACTOR CHANGE ORDERS AMOUNT	PICKUP	ORIGINAL OWNER CONT. PRICE	MISC.	SUBCONTRACTOR NAME	REVISED OWNER CONTRACT AMT.
2,861,507.00	Subtotal	20,160.73	491,733.77	4,218,648.00	OP&I	1,985.00	4,218,648.00
				126,559.00	Overhead %: 3%		126,559.00
				173,808.00	Profit %: 4%		173,808.00
				63,266.00	Insurance %: 1%		63,266.00
				363,633.00	← OP&I →		363,633.00
	TOTALS			↓(with markup)↓	TOTALS	↓(with markup)↓	↓(with Chg Ords)↓
2,861,507.00		20,160.73	491,733.77	4,582,281.00		1,985.00	4,584,464.50
			↑(without Chg Ords)↑				

RESULTS SUMMARY (Contract Only)	
OWNER CONTRACT AMT (original)	\$ 4,582,281.00
OWNER REVISED CONTRACT AMT	\$ 4,584,464.50
CONTRACT PICKUP AMT	\$ 491,733.77
(Your Company Name here)	855,366.77
↑ (OH, Profit, Ins & Cont. Pickup) ↑	ROI 20.90%
Gen Cont. Cost/Square Foot:	\$ 405.22
Owner Cost/Square Foot:	\$ 453.91

RESULTS SUMMARY (w/ Managed Gen Cond's)	
GEN COND.'S PICKUP AMT	23,464.00
(Your Company Name here)	878,830.77
↑ (OH, Profit, Ins, Cont&Gen Cond Pickup) ↑	ROI 21.47%
Gen Cont. Cost/Square Foot:	\$ 402.90
Owner Cost/Square Foot:	\$ 453.91

Budget\F6

Savings from lower Subcontractor costs

If General Conditions Tracking Option Selected

(SAMPLE)

(11) SUBCONTRACTOR ADVANCED PAYOUTS

(Budget sheet)

Manually entered Date & Check # required in Red cells, to be counted

Date:	08/18/23	Advance Paym't		MOBILIZATION DRAW		
Proj Scope:	One story showroom with service reception canopy and ar	Date Rec'd →	10/20/23			
Gen Contractor:	(Your Company Name here)	TRUE		Less Retainage: 10%		
CSI Code	CSI DESCRIPTION OF WORK	SUBCONTRACTOR NAME	FINAL SUBCONTRACT AMOUNT	SUBCONTRACTOR ADVANCED PAYOUTS		
		Name	\$	Date	Advanced	Check No.
007200	General Conditions	(Your Company Name	292,100.00	10/25/23	13,144.50	25
015723	Storm Water Erosion (SWPPP)	SLC	7,300.00			
022113	Site Surveys	Plump Engineering	9,500.00	10/25/23	675.00	26
024100	Demolition	Central City Enterprise	102,000.00	10/25/23	5,130.00	27
030000	Concrete	RC Const. Services Inc	231,726.00		12,953.21	
051200	Structural Steel Framing	Rocky Point Iron	120,000.00		6,354.00	
057000	Decorative Metal	Anaheim Fence	1,780.00		80.10	
061000	Rough Carpentry	All Star Const.	139,500.00		6,525.00	
062023	Interior Finish Carpentry	TBD	44,236.00		1,990.62	
071000	Dampproofing - Waterproofing	TBD	3,500.00		157.50	
072100	Thermal Insulation	OJ Insulation	18,748.00		843.66	
074200	Exterior Composite Panels	Sobotec	381,874.00		17,446.01	
075000	Membrane Roofing	CRS Comercial	36,400.00		1,548.00	
076000	Flashing & Sheet Metal	TBD	61,000.00		2,745.00	
078443	Fire-Resistant Joint Sealants	TBD	3,500.00		157.50	
081000	Doors & Frames	AK Construction	36,789.00		1,564.20	
083300	Coiling Doors & Grilles	Inland Overhead Door	7,500.00		346.50	
084300	Storefronts	Total Glazing	320,000.00		15,300.00	
092400	Cement Plastering	JFG Plastering	34,900.00		1,570.50	
092900	Gypsum Board (Drywall)	J. Jr. Drywall	205,000.00		11,472.75	
093000	Tiling	Mota's Flooring	159,038.00		8,016.75	
095100	Acoustical Ceilings	OJ Insulation	62,979.00		2,834.06	
099100	Painting	Vertex	36,845.00		1,658.03	
102813	Toilet Accessories	Harrigan's Toilet Part.	20,015.00		900.68	

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(SAMPLE)

(12) SUBCONTRACTOR PROGRESS PAYOUTS

(Budget sheet)

Manual entry of Check # required in Red cells to verify payment made

Date Billed	10/03/23	TRUE		Payout Date:→	10/27/23	Less Retainage:	10%
BILLING CYCLE #1		SUBCONTRACTOR NAME	FINAL SUBCONTRACT AMOUNT	SUBCONTRACTOR PAYOUT #1			
% COMP	Bill Amount \$	Name	\$	% COMP	Amount Earned	Amount to be Paid	Check #
8.30%	24,244.30	(Your Company Name	292,100.00	8.30%	24,244.30	\$21,819.87	103
100.00%	15,000.00	SLC	7,300.00	100.00%	7,300.00	\$6,570.00	
8.00%	1,200.00	Plump Engineering	9,500.00	8.00%	760.00	\$684.00	104
50.00%	57,000.00	Central City Enterprise	102,000.00	50.00%	51,000.00	\$45,900.00	
	-	RC Const. Services Inc	231,726.00		-		
	-	Rocky Point Iron	120,000.00		-		
	-	Anaheim Fence	1,780.00		-		
	-	All Star Const.	139,500.00		-		
	-	TBD	44,236.00		-		
	-	TBD	3,500.00		-		
	-	OJ Insulation	18,748.00		-		
	-	Sobotec	381,874.00		-		
	-	CRS Comercial	36,400.00		-		
	-	TBD	61,000.00		-		
	-	TBD	3,500.00		-		
	-	AK Construction	36,789.00		-		
	-	Inland Overhead Door	7,500.00		-		
	-	Total Glazing	320,000.00		-		
	-	JFG Plastering	34,900.00		-		
	-	J. Jr. Drywall	205,000.00		-		

(SAMPLE)

(13) SUBCONTRACTOR PAYOUT SUMMARY

(Payout Summary sheet)

Budget:							Payouts:					
	Total SUBCONTRACTOR COST	Total Paid %	Total Paid \$	Total Unpaid %	Total Unpaid \$	Total Earned %	Advanced Payments \$	Total Earned %	Total Earned \$	Amount Paid \$	Final Amount Paid Out	Check No.
AK Construction	\$ 36,789.00	0 %	\$ -	100 %	\$ 36,789.00						\$ -	15
All Star Const	\$ 139,500.00	0 %	\$ -	100 %	\$ 139,500.00						\$ -	7
Anaheim Fence	\$ 1,780.00	0 %	\$ -	100 %	\$ 1,780.00						\$ -	6
ATA Plumbing	\$ 160,710.73	27 %	\$ 43,391.90	73 %	\$ 117,318.83	30 %	\$ 48,213.22	\$ 43,391.90	\$ -	\$ -	\$ -	28,704
Bestone Interlock	\$ 164,000.00	0 %	\$ -	100 %	\$ 164,000.00						\$ -	33
Central City Enterprise	\$ 102,000.00	45 %	\$ 45,900.00	55 %	\$ 56,100.00	50 %	\$ 51,000.00	\$ 45,900.00	\$ -	\$ -	\$ -	42,105
CRS Comercial	\$ 36,400.00	45 %	\$ 16,380.00	55 %	\$ 20,020.00	50 %	\$ 18,200.00	\$ 16,380.00	\$ -	\$ -	\$ -	12,703
Energy Freedom	\$ 585,385.00	0 %	\$ -	100 %	\$ 585,385.00						\$ -	30,40
Harrigan's Toilet Part	\$ 20,015.00	0 %	\$ -	100 %	\$ 20,015.00						\$ -	23
Inland Overhead Door	\$ 7,500.00	0 %	\$ -	100 %	\$ 7,500.00						\$ -	15
J Jr Drywall	\$ 205,000.00	0 %	\$ -	100 %	\$ 205,000.00						\$ -	19
JFG Plastering	\$ 34,900.00	0 %	\$ -	100 %	\$ 34,900.00						\$ -	18
Mark Dattio's HVAC	\$ 100,130.00	0 %	\$ -	100 %	\$ 100,130.00						\$ -	29
Mc Kinley Elevator Corp	\$ 32,000.00	0 %	\$ -	100 %	\$ 32,000.00						\$ -	25
Mota's Flooring	\$ 159,038.00	0 %	\$ -	100 %	\$ 159,038.00						\$ -	20
OJ Insulation	\$ 81,727.00	0 %	\$ -	100 %	\$ 81,727.00						\$ -	10,21
Pump Engineering	\$ 9,500.00	18 %	\$ 1,539.00	84 %	\$ 7,961.00	18 %	\$ 1,710.00	\$ 1,539.00	\$ -	\$ -	\$ -	2,104,109
RC Const. Services Inc	\$ 231,726.00	54 %	\$ 125,132.04	46 %	\$ 106,593.96	60 %	\$ 139,035.60	\$ 125,132.04	\$ -	\$ -	\$ -	4,110,701
RFP Inc. Fire Sprinkler	\$ 128,960.00	0 %	\$ -	100 %	\$ 128,960.00						\$ -	26
Rocky Point Iron	\$ 120,000.00	54 %	\$ 64,800.00	46 %	\$ 55,200.00	60 %	\$ 72,000.00	\$ 64,800.00	\$ -	\$ -	\$ -	5,702
Sauers Lopez Construc	\$ 655,733.00	16 %	\$ 105,944.43	84 %	\$ 549,788.57	18 %	\$ 117,716.04	\$ 105,944.43	\$ -	\$ -	\$ -	37,99,103,107,108,188,698,705
SLC	\$ 10,500.00	70 %	\$ 7,300.00	30 %	\$ 3,200.00	100 %				\$ 7,300.00	\$ -	24,100
Sobotec	\$ 381,874.00	0 %	\$ -	100 %	\$ 381,874.00						\$ -	11
TBD	\$ 244,198.00	0 %	\$ -	100 %	\$ 244,198.00						\$ -	8,9,13,14,27,34,35,36
The Polcyn Co.	\$ 59,420.00	48 %	\$ 28,343.34	52 %	\$ 31,076.66	53 %	\$ 31,492.60	\$ 28,343.34	\$ -	\$ -	\$ -	31,106,699
Total Glazing	\$ 320,000.00	0 %	\$ -	100 %	\$ 320,000.00						\$ -	17
Tyner Paving	\$ 27,100.00	0 %	\$ -	100 %	\$ 27,100.00						\$ -	32
Vertex	\$ 36,845.00	0 %	\$ -	100 %	\$ 36,845.00						\$ -	22
Grand Total	\$ 4,092,730.73	11 %	\$ 438,730.71	89 %	\$ 3,654,000.02	100 %			\$ 479,367.46	\$ 431,430.71	\$ 7,300.00	

(Summary for selected Subcontractor)

	Total SUBCONTRACTOR COST	Total Paid %	Total Paid \$	Total Unpaid %	Total Unpaid \$	Advanced Payments \$	Total Earned %	Total Earned \$	Amount Paid \$
Foshay Electrical	\$ 1,013,320.00	31 %	\$ 315,406.80	69 %	\$ 697,913.20	\$ 136,798.20	20%	\$ 198,454.00	\$ 178,608.60
260000	\$ 929,120.00	32 %	\$ 292,672.80	69 %	\$ 636,447.20	\$ 125,431.20	18%	\$ 185,824.00	\$ 167,241.60
330170	\$ 84,200.00	27 %	\$ 22,734.00	73 %	\$ 61,466.00	\$ 11,367.00	1%	\$ 12,630.00	\$ 11,367.00
Grand Total	\$ 1,013,320.00	31 %	\$ 315,406.80	69 %	\$ 697,913.20	\$ 136,798.20	20%	\$ 198,454.00	\$ 178,608.60

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(SAMPLE)

(14) SUBSTANTIAL COMPLETION

(Budget sheet)

When √, the \$ amount req'd to increase ea work item to 100%, is auto-calculated

Item	Final View	September-23				October-23				November-23				December-23		Budget View	
		Substantially Completed		Substantially Completed		Substantially Completed		Substantially Completed		Substantially Completed		Substantially Completed		Today	03/06/24		
SUBCONTRACTOR NAME	REVISED OWNER CONTRACT AMT..	Mobilization Draw		BILLING CYCLE #1		BILLING CYCLE #2		BILLING CYCLE #3		BILLING CYCLE #4		TOTAL BILLED TO DATE					
		Date Billed	09/12/23	Date Billed	10/03/23	Date Billed	11/03/23	Date Billed	12/03/23	Date Billed	01/05/24	%	\$				
		% Req'd	Bill Amount \$	% COMP	Bill Amount \$	% COMP	Bill Amount \$	% COMP	Bill Amount \$	NA	Bill Amount \$	%	\$				
(Your Company Nam)	292,100.00	5.00%	14,605.00	8.30%	24,244.30	8.30%	24,244.30	8.30%	24,244.30		204,762.10	100.00%	292,100.00				
SLC	15,000.00	5.00%	-	100.00%	15,000.00	-	-	-	-	-	-	100.00%	15,000.00				
Plump Engineering	15,000.00	5.00%	750.00	-	-	1,500.00	-	-	-	-	11,550.00	100.00%	15,000.00				
Central City Enterpris	114,000.00	5.00%	5,700.00	50.00%	57,000.00	-	-	-	-	-	51,300.00	100.00%	114,000.00				
RC Const. Services Ir	287,849.00	5.00%	14,392.45	-	-	45.00%	129,532.05	15.00%	43,177.35	-	100,747.15	100.00%	287,849.00				
Rocky Point Iron	141,200.00	5.00%	7,060.00	-	-	-	-	60.00%	84,720.00	-	49,420.00	100.00%	141,200.00				
Anaheim Fence	1,780.00	5.00%	89.00	-	-	-	-	-	-	-	1,691.00	100.00%	1,780.00				
All Star Const	145,000.00	5.00%	7,250.00	-	-	-	-	-	-	-	137,750.00	100.00%	145,000.00				
TBD	44,236.00	5.00%	2,211.80	-	-	-	-	-	-	-	42,024.20	100.00%	44,236.00				
TBD	3,500.00	5.00%	175.00	-	-	-	-	-	-	-	3,325.00	100.00%	3,500.00				
OJ Insulation	18,748.00	5.00%	937.40	-	-	-	-	-	-	-	17,810.60	100.00%	18,748.00				
Sobotec	387,689.00	5.00%	19,384.45	-	-	-	-	-	-	-	368,304.55	100.00%	387,689.00				
CRS Comercial	34,400.00	5.00%	1,720.00	-	-	-	50.00%	17,200.00	-	-	15,480.00	100.00%	34,400.00				
TBD	61,000.00	5.00%	3,050.00	-	-	-	-	-	-	-	57,950.00	100.00%	61,000.00				
TBD	3,500.00	5.00%	175.00	-	-	-	-	-	-	-	3,325.00	100.00%	3,500.00				
AK Construction	34,760.00	5.00%	1,738.00	-	-	-	-	-	-	-	33,022.00	100.00%	34,760.00				
Inland Overhead Doo	7,700.00	5.00%	385.00	-	-	-	-	-	-	-	7,315.00	100.00%	7,700.00				
Total Glazing	340,000.00	5.00%	17,000.00	-	-	-	-	-	-	-	323,000.00	100.00%	340,000.00				
JFG Plastering	34,900.00	5.00%	1,745.00	-	-	-	-	-	-	-	33,155.00	100.00%	34,900.00				
J. Jr. Drywall	254,950.00	5.00%	12,747.50	-	-	-	-	-	-	-	242,202.50	100.00%	254,950.00				
Mota's Flooring	178,150.00	5.00%	8,907.50	-	-	-	-	-	-	-	169,242.50	100.00%	178,150.00				
OJ Insulation	62,979.00	5.00%	3,148.95	-	-	-	-	-	-	-	59,830.05	100.00%	62,979.00				
Vertex	36,845.00	5.00%	1,842.25	-	-	-	-	-	-	-	35,002.75	100.00%	36,845.00				
TBD	9,855.00	5.00%	492.75	-	-	-	-	-	-	-	9,362.25	100.00%	9,855.00				
ATA Plumbing	141,140.00	5.00%	7,057.00	-	-	-	30.00%	42,342.00	-	-	91,741.00	100.00%	141,140.00				
Mark Dattilo's HVAC	98,680.00	5.00%	4,934.00	-	-	-	-	-	-	-	93,746.00	100.00%	98,680.00				
Energy Freedom	663,900.00	5.00%	33,195.00	-	-	-	-	-	-	-	630,705.00	100.00%	663,900.00				
The Polcyn Co.	108,420.00	5.00%	5,421.00	33.00%	35,778.60	20.00%	21,684.00	-	-	-	45,536.40	100.00%	108,420.00				
Tyner Paving	41,872.00	5.00%	2,093.60	-	-	-	-	-	-	-	39,778.40	100.00%	41,872.00				
Bestone Interlock	318,213.00	5.00%	15,910.65	-	-	-	-	-	-	-	302,302.35	100.00%	318,213.00				
TBD	3,360.00	5.00%	168.00	-	-	-	-	-	-	-	3,192.00	100.00%	3,360.00				
TBD	3,500.00	5.00%	175.00	-	-	-	-	-	-	-	3,325.00	100.00%	3,500.00				
TBD	115,247.00	5.00%	5,762.35	-	-	-	-	-	-	-	109,484.65	100.00%	115,247.00				
(Your Company)	363,633.00	4.98%	18,117.00	3.16%	11,483.36	4.19%	15,253.38	5.02%	18,246.41	82.68%	300,532.86	100.00%	363,633.00				
CO with Markup	Change Orders																
2	2,183.50	2,183.50	-	-	-	-	-	-	-	-	2,183.50	100.00%	2,183.50				
3	Change Ords	2,183.50	chg ords	-	chg ords	-	chg ords	-	chg ords	-	chg ords	-	2,183.50				
7	1,985.00	4,218,648.00	Subtotal	210,182.40	Subtotal	133,222.90	Subtotal	176,960.35	Subtotal	211,683.65	Subtotal	3,486,598.70	100.00%	4,218,648.00			
9		126,559.00		6,305.45		3,996.67		5,308.79		6,350.49		104,597.60	100.00%	126,559.00			
9		173,808.00		8,659.50		5,488.77		7,290.75		8,721.35		143,647.62	100.00%	173,808.00			
9		63,266.00		3,152.05		1,997.91		2,653.83		3,174.57		52,287.64	100.00%	63,266.00			
1		363,633.00		18,117.00		11,483.36		15,253.38		18,246.41		300,532.86	100.00%	363,633.00			
2	(with markup)	(with Chg Ords)															
3	1,985.00	4,584,464.50	4.98%	228,299.40		144,706.26		192,213.73		229,930.06		3,789,315.06	100.00%	4,584,464.50			

(14a) SUBSTANTIAL COMPLETION (cont'd)

Certificate of Substantial Comp

(J304 Substantial Comp sheet)

CERTIFICATE of SUBSTANTIAL COMPLETION

TO OWNER: (Sample Customer Name) Somewhere in LA area	PROJECT: (Sample Project Name) Anywhere USA Start Date: 09/11/23 End Date 09/09/24 No. Days 365	PROJECT NUMBER: "The Project" Substantial Completion Date <input type="text"/>
FROM CONTRACTOR: (Your Company Name here) (Your Company Address here)	PROJECT DESCRIPTION One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.	ARCHITECT: Studio Architecture 1510 Onley St B, South Pasadena, CA 91030

TO THE OWNER:
This is to inform you that work on the project, listed above, has been completed to the extent that you can occupy or utilize the project for the use for which it is intended, without unscheduled disruption. Through personal observation and a review of the Contractual Agreement, I am pleased to certify that the Project meets the "Substantially Completed" criteria. After determining the Project to be Substantially Completed, a team of skilled workers did a comprehensive "walk-through" looking for any items that needed to be completed or corrected prior to a "Final Completion" being certified. Attached, is a 'Punch List' of the items we found and work has begun to correct each one, aggressively. You are welcome to review the 'Punch List' provided and add any items you might find that we missed. Any such items will be added to the list and work will begin on them immediately.

WARRANTY:
As stated in the Contract Agreement: "If, prior to the Date of Substantial Completion and within one year after the date of Substantial Completion of the Work, any portion of the Work is found to be not in conformance with the Contract Documents ("Defective Work"), Owner shall promptly notify Contractor in writing. Unless Owner provides written acceptance of the condition, Contractor shall promptly correct the Defective Work at its own cost and time and bear the expense of additional services required for correction of any Defective Work for which it is responsible."

WORK TO BE COMPLETED OR CORRECTED:
See attached 'Punch List'
Cost estimate of Work that is incomplete or defective: \$2,800.00

(Your Company Name here) _____
CONTRACTOR BY (Signature) _____ DATE _____

The Owner accepts the Work as "Substantially Complete."

(Sample Customer Name) _____
OWNER BY (Signature) _____ DATE _____

(14b) SUBSTANTIAL COMPLETION (cont'd)

J302 & J303 Substantial Completion

CONTRACTOR'S PAYMENT APPLICATION

PAGE 1 OF 2

BILLING CYCLE: Substantial Completion **PROJECT NAME:** (Sample Project Name) **PROJECT NO.:** "The Project"
APPLICATION DATE: 10/03/23
PERIOD TO: 09/30/23 Anywhere USA

TO OWNER: (Sample Customer Name)
Somewhere in LA area
ARCHITECT: Studio Architecture
1510 Onley St B, South Pasadena, CA 91030

FROM CONTRACTOR: (Your Company Name here)
(Your Company Address here)
CONTRACTED FOR: One story showroom with service reception canopy and an additional 2,733 sf of interior space added to showroom.

BEGINNING CONTRACT AMOUNT: \$ 4,582,281.00
OWNER-CONTRACTOR CHANGE ORDERS: \$ 2,183.50
CURRENT CONTRACT AMOUNT: \$ 4,584,464.50
SCHEDULE OF VALUES COMPLETED TO DATE: \$4,584,464.50

CONTRACTED RETAINAGE:
10% % of Completed Work: \$ 458,228.10
% of Completed Chg Ords: \$ -
TOTAL RETAINED AMOUNT TO DATE: \$ 458,228.10

TOTAL EARNED LESS RETAINAGE: \$ 4,126,236.40

LESS PREVIOUS PAYMENTS: \$ 715,634.50

CURRENT PAYMENT DUE : Substantial Complete \$ 3,863,230.00

BALANCE TO COMPLETION, INCLUDING RETAINAGE: (Includes retainage)

PUNCH LIST RETAINAGE (200% of Estim) \$ 2,800.00 \$ 5,600.00

CHANGE ORDER SUMMARY	
ADDITIONS	DEDUCTIONS
Change Orders Previously Approved:	
\$ 2,183.50	\$ -
Change Orders Approved this Month:	
\$ -	\$ -
TOTALS	
\$ 2,183.50	\$ -

NET CHANGE BY CHANGE ORDERS \$2,183.50

Punch List Retainage

As a representative (Your Company Name here), I do hereby certify that to the best of my knowledge, based on personal observation and accordance with the Contract Agreement, all amounts presented on pages 1 and 2 of this Application for Payment, are true and accurate and all and work, for which this application covers, have been paid for by the Contractor.

CONDITIONAL WAIVER AND RELEASE UPON PAYMENT:

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Period To: Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

EXCEPTION:

Maker of Check: (Sample Customer)
Amount of Check: \$3,863,230.00
Check Payable to: (Your Company Name here)
Contractor

Signed By: _____ Title: _____ Date: _____

See page 2 of 2, "Schedule of Values Summary Sheet" (attached), for the data in support of this Application:

J302

SCHEDULE of VALUES

Summary Sheet

TO OWNER:		Budget View	Final View	BILLING CYCLE	Substantial Completion
(Sample Customer Name)				APPLICATION DATE:	10/03/23
Somewhere in LA area				PERIOD TO:	09/30/23
FROM CONTRACTOR:				PROJECT NO:	"The Project"
(Your Company Name here)					
(Your Company Address here)					

ITEM NO.	CSI CODE	WORK DESCRIPTION	SCHEDULE OF VALUES	WORK COMPLETED FROM PREVIOUS BILLING	WORK COMPLETED THIS PERIOD AH	TOTAL COMPLETED TO DATE	% COMPLETED	BALANCE TO COMPLETE
1	007200	General Conditions	292,100.00	87,337.90	204,762.10	292,100.00	100.00%	-
2	015723	Storm Water Erosion (SwPPP)	15,000.00	15,000.00	-	15,000.00	100.00%	-
3	022113	Site Surveys	15,000.00	3,450.00	11,550.00	15,000.00	100.00%	-
4	024100	Demolition	114,000.00	62,700.00	51,300.00	114,000.00	100.00%	-
5	030000	Concrete	287,849.00	187,101.85	100,747.15	287,849.00	100.00%	-
6	051200	Structural Steel Framing	141,200.00	91,780.00	49,420.00	141,200.00	100.00%	-
7	057000	Decorative Metal	1,780.00	89.00	1,691.00	1,780.00	100.00%	-
8	061000	Rough Carpentry	145,000.00	7,250.00	137,750.00	145,000.00	100.00%	-
9	062023	Interior Finish Carpentry	44,236.00	2,211.80	42,024.20	44,236.00	100.00%	-
10	071000	Dampproofing - Waterproofing	3,500.00	175.00	3,325.00	3,500.00	100.00%	-
11	072100	Thermal Insulation	18,748.00	937.40	17,810.60	18,748.00	100.00%	-
12	074200	Exterior Composite Panels	387,689.00	19,384.45	368,304.55	387,689.00	100.00%	-
13	075000	Membrane Roofing	34,400.00	18,920.00	15,480.00	34,400.00	100.00%	-
14	076000	Flashing & Sheet Metal	61,000.00	3,050.00	57,950.00	61,000.00	100.00%	-
15	078443	Fire-Resistant Joint Sealants	3,500.00	175.00	3,325.00	3,500.00	100.00%	-
16	081000	Doors & Frames	34,760.00	1,738.00	33,022.00	34,760.00	100.00%	-
17	083300	Coiling Doors & Grilles	7,700.00	385.00	7,315.00	7,700.00	100.00%	-
18	084300	Storefronts	340,000.00	17,000.00	323,000.00	340,000.00	100.00%	-
19	092400	Cement Plastering	34,900.00	1,745.00	33,155.00	34,900.00	100.00%	-
20	092900	Gypsum Board (Drywall)	254,950.00	12,747.50	242,202.50	254,950.00	100.00%	-
21	093000	Tiling	178,150.00	8,907.50	169,242.50	178,150.00	100.00%	-
22	095100	Acoustical Ceilings	62,979.00	3,148.95	59,830.05	62,979.00	100.00%	-
23	099100	Painting	36,845.00	1,842.25	35,002.75	36,845.00	100.00%	-
24	102813	Toilet Accessories	20,015.00	1,000.75	19,014.25	20,015.00	100.00%	-
25	104416	Fire Extinguishers	3,200.00	160.00	3,040.00	3,200.00	100.00%	-
26	144200	Wheelchair Lifts	32,000.00	1,600.00	30,400.00	32,000.00	100.00%	-
27	211300	Fire-Suppression Sprinkler Systems	143,960.00	7,198.00	136,762.00	143,960.00	100.00%	-
28	221413	Facility Storm Drainage Piping	9,855.00	492.75	9,362.25	9,855.00	100.00%	-
29	224200	Commercial Plumbing & Fixtures	141,140.00	49,399.00	91,741.00	141,140.00	100.00%	-
30	230000	Heating, Ventil & Air Cond (HVAC)	98,680.00	4,934.00	93,746.00	98,680.00	100.00%	-
31	260000	Electrical	663,900.00	33,195.00	630,705.00	663,900.00	100.00%	-
32	310000	Earthwork	108,420.00	62,883.60	45,536.40	108,420.00	100.00%	-
33	321200	Asphalt Paving	41,872.00	2,093.60	39,778.40	41,872.00	100.00%	-
34	321300	Site Concrete Paving	318,213.00	15,910.65	302,302.35	318,213.00	100.00%	-
35	321700	Striping, Bumpers & Signs	3,360.00	168.00	3,192.00	3,360.00	100.00%	-
36	323200	Retaining Walls	3,500.00	175.00	3,325.00	3,500.00	100.00%	-
37	329200	Turf and Grasses Landscaping	115,247.00	5,762.35	109,484.65	115,247.00	100.00%	-
38	009000	Overhead Profit and Insurance (OP&I)	363,633.00	63,100.14	300,532.86	363,633.00	100.00%	0.00
39	012663.1	Change Order #1	2,183.50	-	2,183.50	2,183.50	100.00%	-
GRAND TOTALS			\$4,584,464.50	\$795,149.44	\$3,789,315.06	\$4,584,464.50	100%	

(SAMPLE)
(15) PUNCH LIST
(Budget sheet)

Gen Contractor:		(Your Company Name here)					
CSI Code	Delete CSI	Insert CSI	SUBCONTRACTOR NAME	PUNCH LIST	ESTIM'D COST	COMPLETED	BALANCE
	CSI DESCRIPTION OF WORK						
Procurement & Contracting Requirements				Name	\$	Date	\$
007200			(Your Company Name here)				-
015723			SLC				-
022113			Plump Engineering				-
024100			Central City Enterprise	5' curb to be removed Bldg 3	800.00		800.00
030000			RC Const. Services Inc.				-
051200			Rocky Point Iron				-
057000			Anaheim Fence				-
061000			All Star Const.				-
062023			TBD	Bathroom counter needs finish touch-up	500.00		500.00
071000			TBD				-
072100			OJ Insulation				-
074200			Sobotec				-
075000			CRS Commercial	Display room needs ceiling repair	1,000.00		1,000.00
076000			TBD	Skylight over office doesn't oper properly needs repair	500.00		500.00
078443			TBD				-
081000			AK Construction				-
083300			Inland Overhead Door				-
084300			Total Glazing				-
092400			JFG Plastering				-
092900			J. Jr. Drywall				-
093000			Mota's Flooring				-
095100			OJ Insulation				-
099100			Vertex				-
221413			TBD				-
224200			ATA Plumbing				-
230000			Mark Dattilo's HVAC				-
260000			Energy Freedom				-
310000			The Polcyn Co.				-
321200			Tyner Paving				-
321300			Bestone Interlock				-
321700			TBD				-
323200			TBD				-
329200			TBD				-
009800			(Your Company Name here)				-
012663			Change Orders				-
012663.1			Change Order #1	Energy Freedom			-
Change Order Total →							
Subtotal					2,800.00	Subtotal	2,800.00
CONTRACTOR NAME					2,800.00		2,800.00
TOTALS					(Total Cost)		Outstanding Bal
					Punch List Total →	\$ 2,800.00	2,800.00
					200% Hold until Total Comp →	\$ 5,600.00	Balance Due → \$ -

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Punch List Form - After Completion

(J305)

CORRECTIVE ACTION PUNCH LIST

To Owner:	(Sample Customer Name) Somewhere in LA area	Project:	(Sample Project Name) Anywhere USA	Project Number:	*The Project*	Retainage ↓
From Contractor:	(Your Company Name here) (Your Company Address here)	Architect:	Studio Architecture 1510 Onley St B, South Pasadena, CA 91030	Project Start Date:	09/11/23	\$5,600.00
				Sub'l. Comp. Date:	01/05/24	
				Final Comp Date:	01/28/24	
Budget View				Final View		

ITEM NO.	CSI CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	PUNCH LIST	ESTIM'D COST	DATE COMP.	BALANCE (\$)
1	007200	General Conditions	292,100.00				
2	015723	Storm Water Erosion (SWPPP)	15,000.00				
3	022113	Site Surveys	15,000.00				
4	024100	Demolition	114,000.00	5' curb to be removed Bldg 3	\$800.00	01/20/24	
5	030000	Concrete	287,849.00				
6	051200	Structural Steel Framing	141,200.00				
7	057000	Decorative Metal	1,780.00				
8	061000	Rough Carpentry	145,000.00				
9	062023	Interior Finish Carpentry	44,236.00	Bathroom counter needs finish touch-up	\$500.00	01/24/24	
10	071000	Dampproofing - Waterproofing	3,500.00				
11	072100	Thermal Insulation	18,748.00				
12	074200	Exterior Composite Panels	387,689.00				
13	075000	Membrane Roofing	34,400.00	Display room needs ceiling repair	\$1,000.00	01/26/24	
14	076000	Flashing & Sheet Metal	61,000.00	Skylight over office doesn't oper properly needs	\$500.00	01/28/24	
15	078443	Fire-Resistant Joint Sealants	3,500.00				
16	081000	Doors & Frames	34,760.00				
17	083300	Coiling Doors & Grilles	7,700.00				
18	084300	Storefronts	340,000.00				
19	092400	Cement Plastering	34,900.00				
20	221413	Facility Storm Drainage Piping	9,855.00				
21	310000	Earthwork	108,420.00				
22	321200	Asphalt Paving	41,872.00				
23	321300	Site Concrete Paving	318,213.00				
24	321700	Striping, Bumpers & Signs	3,360.00				
25	323200	Retaining Walls	3,500.00				
26	329200	Turf and Grasses Landscaping	115,247.00				
27	009000	Overhead from and insurance (over)	363,633.00				
28	012663.1	Change Order #1	2,183.50				
SUB TOTAL			4,584,464.50	Change Order Sub Total →			
TOTAL →					2,800.00	Subtotal	
					2,800.00		-
					↓ Total Cost ↓		↓ Outstanding Bal ↓
					\$ 2,800.00		-
Punch List Total →					\$ 5,600.00	Balance Due →	\$ 5,600.00
						Initiate Final Project Completion ↑	

J305

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(SAMPLE)

When received,
Chg. drop-down

Manual Date & Check # required
in Red cells as proof of payment

(16) SUBCONTRACTOR SUBSTANTIAL COMPLETION (BEFORE)

(Before Date & Check # entered - Budget sheet)



TOTAL EARNED TO DATE		TOTAL PAID TO DATE		TOTAL UNPAID (Including Retainage)		SUBCONTRACTOR NAME	FINAL PAYMENT RQMT WAIVER & RELEASE	SUBCONTRACTOR FINAL PAYOUT				TOTAL CONTRACTED AMOUNT
%	\$	%	\$	%	\$	Name	Drop-down List Yes/No	Date Due	Date Paid	Final Amount	Check No.	Total
24.90%	72,732.90	26.91%	78,604.11	73.09%	213,495.89	(Your Company Name here)	Not Received - Do Not Pay	02/08/24		\$213,495.89		292,100.00
100.00%	7,300.00	100.00%	7,300.00		-	SLC	Received - Approved To Pay	11/06/23	11/05/23	\$7,300.00	100	7,300.00
18.00%	1,710.00	23.31%	2,214.00	76.69%	7,286.00	Plump Engineering	Not Received - Do Not Pay	02/08/24		\$7,286.00		9,500.00
50.00%	51,000.00	5.03%	5,130.00	94.97%	96,870.00	Central City Enterprise	Not Received - Do Not Pay	02/08/24		\$96,870.00		102,000.00
60.00%	139,035.60	54.00%	125,132.04	46.00%	106,593.96	RC Const. Services Inc.	Not Received - Do Not Pay	02/08/24		\$106,593.96		231,726.00
60.00%	72,000.00	54.00%	64,800.00	46.00%	55,200.00	Rocky Point Iron	Not Received - Do Not Pay	02/08/24		\$55,200.00		120,000.00
-	-	-	-	100.00%	1,780.00	Anaheim Fence	Not Received - Do Not Pay	02/08/24		\$1,780.00		1,780.00
-	-	-	-	100.00%	139,500.00	All Star Const.	Not Received - Do Not Pay	02/08/24		\$139,500.00		139,500.00
-	-	-	-	100.00%	44,236.00	TBD	Not Received - Do Not Pay	02/08/24		\$44,236.00		44,236.00
-	-	-	-	100.00%	3,500.00	TBD	Not Received - Do Not Pay	02/08/24		\$3,500.00		3,500.00
-	-	-	-	100.00%	18,748.00	OJ Insulation	Not Received - Do Not Pay	02/08/24		\$18,748.00		18,748.00
-	-	-	-	100.00%	381,874.00	Sobotec	Not Received - Do Not Pay	02/08/24		\$381,874.00		381,874.00
50.00%	18,200.00	45.00%	16,380.00	55.00%	20,020.00	CRS Comercial	Not Received - Do Not Pay	02/08/24		\$20,020.00		36,400.00
-	-	-	-	100.00%	61,000.00	TBD	Not Received - Do Not Pay	02/08/24		\$61,000.00		61,000.00
-	-	-	-	100.00%	3,500.00	TBD	Not Received - Do Not Pay	02/08/24		\$3,500.00		3,500.00
-	-	-	-	100.00%	36,789.00	AK Construction	Not Received - Do Not Pay	02/08/24		\$36,789.00		36,789.00
-	-	-	-	100.00%	7,500.00	Inland Overhead Door	Not Received - Do Not Pay	02/08/24		\$7,500.00		7,500.00
-	-	-	-	100.00%	320,000.00	Total Glazing	Not Received - Do Not Pay	02/08/24		\$320,000.00		320,000.00
-	-	-	-	100.00%	34,900.00	JFG Plastering	Not Received - Do Not Pay	02/08/24		\$34,900.00		34,900.00
-	-	-	-	100.00%	205,000.00	J. Jr. Drywall	Not Received - Do Not Pay	02/08/24		\$205,000.00		205,000.00
-	-	-	-	100.00%	159,038.00	Mota's Flooring	Not Received - Do Not Pay	02/08/24		\$159,038.00		159,038.00
-	-	-	-	100.00%	62,979.00	OJ Insulation	Not Received - Do Not Pay	02/08/24		\$62,979.00		62,979.00
-	-	-	-	100.00%	36,845.00	Vertex	Not Received - Do Not Pay	02/08/24		\$36,845.00		36,845.00
-	-	-	-	100.00%	20,015.00	Harrigan's Toilet Part.	Not Received - Do Not Pay	02/08/24		\$20,015.00		20,015.00
-	-	-	-	100.00%	3,200.00	SLC	Not Received - Do Not Pay	02/08/24		\$3,200.00		3,200.00
-	-	-	-	100.00%	32,000.00	Mc Kinley Elevator Corp.	Not Received - Do Not Pay	02/08/24		\$32,000.00		32,000.00
-	-	-	-	100.00%	128,960.00	RFP Inc. Fire Sprinklers	Not Received - Do Not Pay	02/08/24		\$128,960.00		128,960.00
-	-	-	-	100.00%	9,855.00	TBD	Not Received - Do Not Pay	02/08/24		\$9,855.00		9,855.00
30.00%	48,213.22	27.00%	43,391.90	73.00%	117,318.83	ATA Plumbing	Not Received - Do Not Pay	02/08/24		\$117,318.83		160,710.73
-	-	-	-	100.00%	100,130.00	Mark Dattilo's HVAC	Not Received - Do Not Pay	02/08/24		\$100,130.00		100,130.00
-	-	-	-	100.00%	583,400.00	Energy Freedom	Not Received - Do Not Pay	02/08/24		\$583,400.00		583,400.00
53.00%	31,492.60	47.70%	28,343.34	52.30%	31,076.66	The Polcyn Co.	Not Received - Do Not Pay	02/08/24		\$31,076.66		59,420.00
-	-	-	-	100.00%	27,100.00	Tyner Paving	Not Received - Do Not Pay	02/08/24		\$27,100.00		27,100.00
-	-	-	-	100.00%	164,000.00	Bestone Interlock	Not Received - Do Not Pay	02/08/24		\$164,000.00		164,000.00
95.02%	345,516.00	11.13%	40,484.82	88.87%	323,148.18	(Your Company Name here)	Not Received - Do Not Pay	02/08/24		\$323,148.18		363,633.00
Chg Orders		Chg Orders		Chg Orders		Change Orders						
100.00%	1,985.00	100.00%	1,985.00		-	Energy Freedom	Received - Approved To Pay	02/08/24	02/06/24	\$1,985.00	40	1,985.00
	1,985.00	100.00%	1,985.00		-			chg ords →		1,985.00		1,985.00
19.23%	\$787,200.32	17.31%	\$708,480.28	89.89%	3,678,965.52					\$9,285.00		4,092,730.73
↑ Authorized Paym't ↑										↑ Actually Paid Out ↑		
19.28%	\$789,185.32	10.11%	\$413,765.21	89.89%	3,678,965.52	CONTRACTOR NAME		Totals →		\$9,285.00		4,092,730.73
↑ Total Earned to Date ↑		↑ Total Paid to Date ↑		↑ Total Unpaid to Date ↑		CONTRACTOR INFORMATION						
Punch List Retainage ↓												
Date Recv	02/24/24	✓=(BC304) ↓	\$375,420.10	Sub's Unpaid - Earned Payouts								
Amount \$	\$5,600.00	Verified	\$4,092,730.73	Paid+Unpaid Bal (chg ords included)		SUBCONTRACTOR FINAL PAYOUT						

(SAMPLE)
SUBCONTRACTOR SUBSTANTIAL COMPLETION (AFTER)

(16a) (After Date & Check # entered - Budget sheet)

TOTAL EARNED TO DATE		TOTAL PAID TO DATE		TOTAL UNPAID (Including Retainage)		SUBCONTRACTOR NAME	FINAL PAYMENT RQMT WAIVER & RELEASE	SUBCONTRACTOR FINAL PAYOUT				TOTAL CONTRACTED AMOUNT
%	\$	%	\$	%	\$	Name	Drop-down List Yes/No	Date Due	Date Paid	Final Amount	Check No.	Total
100.00%	292,100.00	100.00%	292,100.00	-	-	(Your Company Name here)	Received - Approved To Pay	02/08/24	02/06/24	\$213,495.89	99	292,100.00
100.00%	7,300.00	100.00%	7,300.00	-	-	SLC	Received - Approved To Pay	11/06/23	11/05/23	\$7,300.00	100	7,300.00
100.00%	9,500.00	100.00%	9,500.00	-	-	Plump Engineering	Received - Approved To Pay	02/08/24	02/06/24	\$7,286.00	2	9,500.00
100.00%	102,000.00	100.00%	102,000.00	-	-	Central City Enterprise	Received - Approved To Pay	02/08/24	02/07/24	\$96,870.00	42	102,000.00
100.00%	231,726.00	100.00%	231,726.00	-	-	RC Const. Services Inc.	Received - Approved To Pay	02/08/24	02/06/24	\$106,593.96	4	231,726.00
100.00%	120,000.00	100.00%	120,000.00	-	-	Rocky Point Iron	Received - Approved To Pay	02/08/24	02/06/24	\$55,200.00	5	120,000.00
100.00%	1,780.00	100.00%	1,780.00	-	-	Anaheim Fence	Received - Approved To Pay	02/08/24	02/06/24	\$1,780.00	6	1,780.00
100.00%	139,500.00	100.00%	139,500.00	-	-	All Star Const.	Received - Approved To Pay	02/08/24	02/06/24	\$139,500.00	7	139,500.00
100.00%	44,236.00	100.00%	44,236.00	-	-	TBD	Received - Approved To Pay	02/08/24	02/17/24	\$44,236.00	8	44,236.00
100.00%	3,500.00	100.00%	3,500.00	-	-	TBD	Received - Approved To Pay	02/08/24	02/06/24	\$3,500.00	9	3,500.00
100.00%	18,748.00	100.00%	18,748.00	-	-	OJ Insulation	Received - Approved To Pay	02/08/24	02/06/24	\$18,748.00	10	18,748.00
100.00%	381,874.00	100.00%	381,874.00	-	-	Sobotec	Received - Approved To Pay	02/08/24	02/06/24	\$381,874.00	11	381,874.00
100.00%	36,400.00	100.00%	36,400.00	-	-	CRS Comercial	Received - Approved To Pay	02/08/24	02/06/24	\$20,020.00	12	36,400.00
100.00%	61,000.00	100.00%	61,000.00	-	-	TBD	Received - Approved To Pay	02/08/24	02/18/24	\$61,000.00	13	61,000.00
100.00%	3,500.00	100.00%	3,500.00	-	-	TBD	Received - Approved To Pay	02/08/24	02/06/24	\$3,500.00	14	3,500.00
100.00%	36,789.00	100.00%	36,789.00	-	-	AK Construction	Received - Approved To Pay	02/08/24	02/06/24	\$36,789.00	15	36,789.00
100.00%	7,500.00	100.00%	7,500.00	-	-	Inland Overhead Door	Received - Approved To Pay	02/08/24	02/06/24	\$7,500.00	16	7,500.00
100.00%	320,000.00	100.00%	320,000.00	-	-	Total Glazing	Received - Approved To Pay	02/08/24	02/06/24	\$320,000.00	17	320,000.00
100.00%	34,900.00	100.00%	34,900.00	-	-	JFG Plastering	Received - Approved To Pay	02/08/24	02/06/24	\$34,900.00	18	34,900.00
100.00%	205,000.00	100.00%	205,000.00	-	-	J. Jr. Drywall	Received - Approved To Pay	02/08/24	02/06/24	\$205,000.00	19	205,000.00
100.00%	159,038.00	100.00%	159,038.00	-	-	Mota's Flooring	Received - Approved To Pay	02/08/24	02/06/24	\$159,038.00	20	159,038.00
100.00%	62,979.00	100.00%	62,979.00	-	-	OJ Insulation	Received - Approved To Pay	02/08/24	02/06/24	\$62,979.00	21	62,979.00
100.00%	36,845.00	100.00%	36,845.00	-	-	Vertex	Received - Approved To Pay	02/08/24	02/06/24	\$36,845.00	22	36,845.00
100.00%	20,015.00	100.00%	20,015.00	-	-	Harrigan's Toilet Part.	Received - Approved To Pay	02/08/24	02/06/24	\$20,015.00	23	20,015.00
100.00%	3,200.00	100.00%	3,200.00	-	-	SLC	Received - Approved To Pay	02/08/24	02/06/24	\$3,200.00	24	3,200.00
100.00%	32,000.00	100.00%	32,000.00	-	-	Mc Kinley Elevator Corp.	Received - Approved To Pay	02/08/24	02/06/24	\$32,000.00	25	32,000.00
100.00%	128,960.00	100.00%	128,960.00	-	-	RFP Inc. Fire Sprinklers	Received - Approved To Pay	02/08/24	02/06/24	\$128,960.00	26	128,960.00
100.00%	9,855.00	100.00%	9,855.00	-	-	TBD	Received - Approved To Pay	02/08/24	02/06/24	\$9,855.00	27	9,855.00
100.00%	160,710.73	100.00%	160,710.73	-	-	ATA Plumbing	Received - Approved To Pay	02/08/24	02/06/24	\$117,318.83	28	160,710.73
100.00%	100,130.00	100.00%	100,130.00	-	-	Mark Dattilo's HVAC	Received - Approved To Pay	02/08/24	02/06/24	\$100,130.00	29	100,130.00
100.00%	583,400.00	100.00%	583,400.00	-	-	Energy Freedom	Received - Approved To Pay	02/08/24	02/06/24	\$583,400.00	30	583,400.00
100.00%	59,420.00	100.00%	59,420.00	-	-	The Polcyn Co.	Received - Approved To Pay	02/08/24	02/06/24	\$31,076.66	31	59,420.00
100.00%	27,100.00	100.00%	27,100.00	-	-	Tyner Paving	Received - Approved To Pay	02/08/24	02/06/24	\$27,100.00	32	27,100.00
100.00%	164,000.00	100.00%	164,000.00	-	-	Bestone Interlock	Received - Approved To Pay	02/08/24	02/06/24	\$164,000.00	33	164,000.00
100.00%	363,633.00	100.00%	363,633.00	-	-	(Your Company Name here)	Received - Approved To Pay	02/08/24	02/06/24	\$323,146.18	37	363,633.00
Chg Orders		Chg Orders		Chg Orders		Change Orders						-
100.00%	1,985.00	100.00%	1,985.00	-	-	Energy Freedom	Received - Approved To Pay	02/08/24	02/06/24	\$1,985.00	40	1,985.00
19.23%	\$787,200.32	17.31%	\$708,480.28	-	-			chg ords →		\$3,688,250.52		4,092,730.73
										↑ Actually Paid Out ↑		
100.00%	\$4,092,730.73	100.00%	\$4,092,730.73	-	-	CONTRACTOR NAME		Totals →		\$3,688,250.52		4,092,730.73
↑ Total Earned to Date ↑		↑ Total Paid to Date ↑		↑ Total Unpaid to Date ↑		CONTRACTOR INFORMATION						
Punch List Retainage ↓												
Date Recv	02/24/24	✓=(BC304) ↓		← Sub's Unpaid - Earned Payouts								
Amount \$	\$5,600.00	Verified	\$4,092,730.73	←Paid+Unpaid Bal (chg ords included)		SUBCONTRACTOR FINAL PAYOUT						

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(SAMPLE)

(16b) SUBCONTRACTOR SUBSTANTIAL COMPLETION

Payout Summary sheet after 100% completion

Total SUBCONTRACTOR COST	Total Paid %	Total Paid \$	Total Unpaid %	Total Unpaid \$		Advanced Payments \$	Total Earned %	Total Earned \$	Amount Paid \$	Final Amount Paid Out	Check No.
\$ 25,298.56	100 %	\$ 25,298.56	0 %	\$ -							
\$ 44,852.00	100 %	\$ 44,852.00	0 %	\$ -	Allstar Paving			\$ 5,059.71	\$ 4,553.74	\$ 20,744.82	
\$ 2,450,000.00	100 %	\$ 2,450,000.00	0 %	\$ -	Bravo	\$ 7,130.17	100%	\$ 33,639.00	\$ 30,275.10	\$ 7,446.73	
\$ 2,981,666.87	100 %	\$ 2,981,666.87	0 %	\$ -	Diversified Thermal	\$ 341,887.50	100%	\$ 490,000.00	\$ 441,000.00	\$ 1,667,112.50	
\$ 75,000.00	100 %	\$ 75,000.00	0 %	\$ -	DP Diaz	\$ 395,637.79	100%	\$ 612,269.81	\$ 551,042.83	\$ 2,034,986.25	
\$ 1,013,320.00	100 %	\$ 1,013,320.00	0 %	\$ -	Five Star	\$ 11,778.75	100%	\$ 18,750.00	\$ 16,875.00	\$ 46,346.25	
\$ 15,090.30	100 %	\$ 15,090.30	0 %	\$ -	Foshay Electrical	\$ 136,798.20	100%	\$ 198,454.00	\$ 178,608.60	\$ 697,913.20	
\$ 622,570.60	100 %	\$ 622,570.60	0 %	\$ -	Fusion	\$ 2,037.19	100%	\$ 5,281.61	\$ 4,753.44	\$ 8,299.67	
\$ 369,475.00	100 %	\$ 369,475.00	0 %	\$ -	IMP	\$ 186,691.63	100%	\$ 91,195.59	\$ 82,076.03	\$ 353,802.94	
\$ 84,460.00	100 %	\$ 84,460.00	0 %	\$ -	Johnson Controls			\$ 92,368.75	\$ 83,131.88	\$ 286,343.13	
\$ 1,179,800.00	100 %	\$ 1,179,800.00	0 %	\$ -	P-Flow	\$ 11,402.10	100%	\$ 12,669.00	\$ 11,402.10	\$ 61,655.80	
\$ 354,000.00	100 %	\$ 354,000.00	0 %	\$ -	Rocky Point Iron	\$ 226,709.45	100%	\$ 530,910.00	\$ 477,819.00	\$ 475,271.55	
\$ 11,851.80	100 %	\$ 11,851.80	0 %	\$ -	SBC	\$ 37,468.60	100%	\$ 67,600.00	\$ 60,840.00	\$ 255,691.40	
\$ 120,000.00	100 %	\$ 120,000.00	0 %	\$ -	Stumbaugh			\$ 2,370.36	\$ 2,133.32	\$ 9,718.48	
\$ 124,792.80	100 %	\$ 124,792.80	0 %	\$ -	TBD	\$ 16,200.00	100%	\$ 24,000.00	\$ 21,600.00	\$ 82,200.00	
\$ 117,109.45	100 %	\$ 117,109.45	0 %	\$ -	TCB	\$ 16,847.03	100%	\$ 31,198.20	\$ 28,078.38	\$ 79,867.39	
\$ 9,589,287.38	100 %	\$ 9,589,287.38	0 %	\$ -	Grand Total	\$ 1,406,398.19	100%	\$ 2,230,996.97	\$ 2,007,897.27	\$ 6,174,991.92	

(Detailed Summary for selected Subcontractor)

Total SUBCONTRACTOR COST	Total Paid %	Total Paid \$	Total Unpaid %	Total Unpaid \$		Advanced Payments \$	Total Earned %	Total Earned \$	Amount Paid \$	Final Amount Paid Out	Check No.
\$ 1,179,800.00	100 %	\$ 1,179,800.00	0 %	\$ -	Rocky Point Iron	\$ 226,709.45	100%	\$ 530,910.00	\$ 477,819.00	\$ 475,271.55	
\$ 1,179,800.00	100 %	\$ 1,179,800.00	0 %	\$ -	051200	\$ 226,709.45	100%	\$ 530,910.00	\$ 477,819.00	\$ 475,271.55	
					11/20/2021	\$ 226,709.45					6
					12/24/2021		45%	\$ 530,910.00	\$ 477,819.00		27
					2/3/2022		100%			\$ 475,271.55	61
					Grand Total	\$ 226,709.45	100%	\$ 530,910.00	\$ 477,819.00	\$ 475,271.55	

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(SAMPLE)

(17) FINAL COMPLETION (J306)

(Certificate of Final Completion Form)

CERTIFICATE of FINAL COMPLETION

Budget View

Final View

To Owner:	(Sample Customer Name)	(Sample Project Name)	Project Number:	"The Project"	Please Pay
	Somewhere in LA area	Anywhere USA	Project Start Date:	09/11/23	Balance Due
From Contractor:	(Your Company Name here)	Studio Architecture	Subs'l. Comp. Date:	01/05/24	\$5,600.00
	(Your Company Address here)	1510 Onley St B, South Pasadena, CA 91030	Final Comp Date:	01/28/24	

This is to Certify that all Punch List items, associated with the Certificate of Substantial Completion, have been completed and to the best of the Contractor's knowledge, and based on Owner's inspections, the Work has reached final completion in accordance with the spirit and terms of the Contract (see list below):

ITEM NO.	CSI CODE	DESCRIPTION OF WORK	SCHEDULE OF VALUES	PUNCH LIST	ESTIM'D COST	DATE COMP.	BALANCE (\$)
1	007200	General Conditions	292,100.00				
2	015723	Storm Water Erosion (SWPPP)	15,000.00				
3	022113	Site Surveys	15,000.00				
4	024100	Demolition	114,000.00	5' curb to be removed Bldg 3	\$800.00	01/20/24	
5	030000	Concrete	287,849.00				
6	051200	Structural Steel Framing	141,200.00				
7	057000	Decorative Metal	1,780.00				
8	061000	Rough Carpentry	145,000.00				
9	062023	Interior Finish Carpentry	44,236.00	Bathroom counter needs finish touch-up	\$500.00	01/24/24	
10	071000	Dampproofing - Waterproofing	3,500.00				
11	072100	Thermal Insulation	18,748.00				
12	074200	Exterior Composite Panels	387,689.00				
13	075000	Membrane Roofing	34,400.00	Display room needs ceiling repair	\$1,000.00	01/26/24	
14	076000	Flashing & Sheet Metal	61,000.00	Skylight over office doesn't oper properly need	\$500.00	01/28/24	
15	078443	Fire-Resistant Joint Sealants	3,500.00				
16	081000	Doors & Frames	34,760.00				
17	083300	Coiling Doors & Grilles	7,700.00				
18	084300	Storefronts	340,000.00				
19	224200	Commercial Plumbing & Fixtures	141,140.00				
20	230000	Heating, Ventil & Air Cond (HVAC)	98,680.00				
21	260000	Electrical	663,900.00				
22	310000	Earthwork	108,420.00				
23	321200	Asphalt Paving	41,872.00				
24	321300	Site Concrete Paving	318,213.00				
25	321700	Striping, Bumpers & Signs	3,360.00				
26	323200	Retaining Walls	3,500.00				
27	329200	Turf and Grasses Landscaping	115,247.00				
28	009000	Overhead Profit and Insurance (OP&I)	363,633.00				
29	012663.1	Change Order #1	2,183.50				
SUB TOTAL			4,584,464.50	Change Order Sub Total →			
TOTAL →					2,800.00	Subtotal	
					2,800.00		-
					Total Cost ↓		Outstanding Bal ↓
					\$ 2,800.00		-
Punch List Total →					\$ 5,600.00	Balance Due →	\$ 5,600.00
200% Hold until Total Comp →						Initiate Final Project Completion ↑	
							J306

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(SAMPLE)
(17) PROJECT CASH FLOW
 (Budget sheet)

		Less Retainage: 10%	Payout Date: 10/27/23	Less Retainage: 10%	Payout Date: 11/27/23	Less Retainage: 10%	Payout Date: 12/27/23	Less Retainage: 10%									
SUBCONTRACTOR NAME	FINAL SUBCONTRACT AMOUNT	SUBCONTRACTOR ADVANCED PAYMENTS		SUBCONTRACTOR PAYOUT #1		SUBCONTRACTOR PAYOUT #2		SUBCONTRACTOR PAYOUT #3									
Name	\$	Date	Advanced	Check No.	% COMP	Amount Earned	Amount to be Paid	Check #	% COMP	Amount Earned	Amount to be Paid	Check #	% COMP	Amount Earned	Amount to be Paid	Check #	
Your Company Name	363,633.00	16,363.30			3.16%	11,483.36	\$10,335.02	107	4.19%	13,253.38	\$13,728.04	188	5.02%	18,246.41	\$16,421.76	705	
Change Orders		Retainage:				Less Retainage:				Less Retainage:				Less Retainage:			
Energy Freedom	1,985.00																
Change Order Total	1,985.00					chg ords				chg ords				chg ords			
	4,092,730.73	Subtotal	205,469.46			Subtotal	114,396.26			Subtotal	156,608.38			Subtotal	215,662.82		
		Actual	\$18,949.50			Actually Paid	\$50,486.63			Actually Paid	\$140,947.54			Actually Paid	\$194,096.54		
	4,092,730.73	Totals	205,469.46			Totals	114,396.26			Totals	156,608.38			Totals	215,662.82		
CONTRACTOR INFORMATION		ADVANCED PAYMENTS		SUBCONTRACTOR PAYOUT #1		SUBCONTRACTOR PAYOUT #2		SUBCONTRACTOR PAYOUT #3									
Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd
J302/3 (10)	\$ 205,469.46	10/20/23	J302/3 (1)	144,706.26	10/25/23	J302/3 (2)	192,213.73	12/01/23	J302/3 (3)	229,930.06	12/30/23	J302/3 (3)	206,937.05	12/30/23			
PROJECT CASH FLOW	Begin Bal	\$ 205,469.46			Bank Balance	\$278,603.98			Bank Balance	\$322,376.84				Bank Balance	\$351,639.11		
SUBCONTRACTOR PAYMENTS		PROCEEDS FROM MOBLIZATON		PROCEEDS FROM BILL CYCLE #1		SUBCONTRACTOR PAYMENTS		PROCEEDS FROM BILL CYCLE #2		PROCEEDS FROM BILL CYCLE #3		PROCEEDS FROM BILL CYCLE #3		PROCEEDS FROM BILL CYCLE #3		PROCEEDS FROM BILL CYCLE #3	

		Less Retainage: 10%	Payout Date: 03/27/24	Less Retainage: 10%	Payout Date: 03/27/24	Less Retainage: 10%	Payout Date: 03/27/24	Today	03/27/24	Today	03/27/24	Today	03/27/24
		SUBCONTRACTOR PAYOUT #10		SUBCONTRACTOR PAYOUT #11		SUBCONTRACTOR PAYOUT #12		TOTAL EARNED TO DATE		TOTAL PAID TO DATE		TOTAL UNPAID (Including Retainage)	
% COMP	Amount Earned	Amount to be Paid	Check #	% COMP	Amount Earned	Amount to be Paid	Check #	% COMP	Amount Earned	Amount to be Paid	Check #	%	\$
	363,633.00				363,633.00			100.00%	363,633.00			100.00%	363,633.00
		Less Retainage:		Less Retainage:		Less Retainage:		Chg Orders		Chg Orders		Chg Orders	
chg ords				chg ords				100.00%	1,985.00	100.00%	1,985.00	100.00%	1,985.00
Subtotal				Subtotal				To be Paid:	19.23%	\$787,200.32		17.31%	\$708,480.28
Actually Paid				Actually Paid									Authorized Paym't
Totals				Totals				Totals	100.00%	\$4,092,730.73		100.00%	\$4,092,730.73
SUBCONTRACTOR PAYOUT #10		SUBCONTRACTOR PAYOUT #11		SUBCONTRACTOR PAYOUT #12		Punch List Retainage		Total Earned to Date		Total Paid to Date		Total Unpaid to Date	
Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Owner Amount Billed	Amount to Receive	Date Rec'd	Punch List Retainage	Amount	Verified	Sub's Unpaid - Earned P	Sub's Unpaid - Earned P
J302/3 (10)	\$ 4,214,869.11		J302/3 (11)	\$ 4,214,869.11		J302/3 (12)	\$ 855,366.77	02/24/24	\$5,600.00	\$5,600.00	✓=(EC304)	\$4,092,730.73	— Paid+Unpaid Bal (chg ord
Bank Balance	\$4,214,869.11		Bank Balance	\$4,214,869.11		Grand Total Bank Balance	\$855,366.77		OP&I + PICKUP	\$855,366.77			
PROCEEDS FROM BILL CYCLE #10		PROCEEDS FROM BILL CYCLE #11		PROCEEDS FROM BILL CYCLE #11		OP&I + PICKUP		BALANCED		\$0.00		\$ FROM BILL CYCLE #12 or FINAL COMP	

OP&I

At end of the Project, Grand Total should equal = OP&I + Pickup

Receipt of the Punch List Retainage is the final step in the APM Workbook

The Project is Now Completed

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