



BOARD OF ALDERMEN
AGENDA ITEM
OCTOBER 4, 2023

ISSUE: Budget Amendment 2023-24.5

PRESENTED BY: Caitlin Elliott, Finance Officer

DEPARTMENT: Public Buildings Department

BACKGROUND: The Town received the final payment application from Atlantic Contracting and Design for the Town Hall renovation project. There were outstanding items that the contractor was working on that the Town was following up on to ensure all items were done satisfactory and completed per the scope of work.

ATTACHMENTS: Payment Application #12, Budget Amendment 2023-24.5

RECOMMENDATION: Approve Amendment as recommended

ACTION NEEDED: Yes

SUGGESTED MOTION: *"I, _____, make a motion to approve Budget Amendment 2023-24.5 as presented."*

FUNDS: 10

FOLLOW UP: Finance Officer

APPLICATION FOR PAYMENT

To:
Town of North Topsail Beach
1000 NC Hwy 210
Sneads Ferry, NC 28460

PROJECT:
32
North Topsail Town Hall
2008 Loggerhead Court
North Topsail Beach, NC 28460

From Contractor:
Atlantic Contracting & Design Inc
7 Doris Ave. East
Jacksonville, NC 28540

VIA ARCHITECT:
Stewart-Cooper-Newell Architects PA
719 East Second Avenue
Gastonia, North Carolina 28054

Application No.:	Application Date:	Period To:	Contract Date:
12	AUG 15, 2023	AUG 15, 2023	FEB 15, 2021
Project Nos:			
Distribution List:	<input type="checkbox"/> Owner	<input type="checkbox"/> Construction Mgr	
	<input type="checkbox"/> Architect	<input type="checkbox"/> Field	
	<input type="checkbox"/> Contractor	<input type="checkbox"/> Other	

CONTRACT FOR:

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 1,177,200.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 1,177,200.00
4. Total Completed & Stored to Date: \$ 1,147,451.27
5. Retainage Summary:
 - a. 0.00 % of Completed Work \$ 0.00
 - b. 0.00 % of Stored Material \$ 0.00

Total Retainage: \$ 0.00
6. Total Completed Less Retainage: \$ 1,147,451.27
7. Less Previous Applications: \$ 1,092,084.74

8. Current Payment Due, This Application: \$ 55,366.53

9. Contract Balance (Including Retainage): \$ 29,748.73

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:	0.00	

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for the work on previous Applications for Payment and also that the Current Payment is Due

(Authorizing Signature) Robert M. Pevum
Atlantic Contracting & Design Inc

Date: AUG 15, 2023

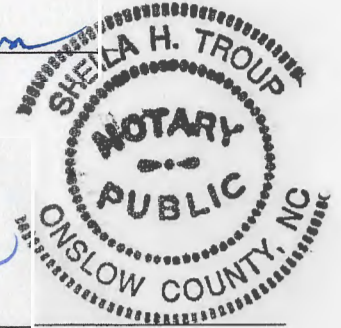
State Authorized: North Carolina

County of: Onslow

Subscribed and sworn to before me this 15 day of August, 2023

Notary Public: Sheila H. Troup

My Commission expires: 11/9/2027



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

(Architects Signature) Date: _____

This Certificate is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

TOWN OF NORTH TOPSAIL BEACH
2008 Loggerhead Court
North Topsail Beach, NC 28460

FISCAL YEAR 2023-2024

AMENDMENT TO THE BUDGET ORDINANCE

BA 2023-24.5

BE IT ORDAINED by the Governing Board for the Town of North Topsail Beach, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1: To amend the General Fund appropriations with increases as follows:

<u>DEPARTMENT NO:</u>	<u>ACCOUNT</u>	
500	PUBLIC BUILDINGS	\$ 55,366.53
		Total Expenditures \$ <u>55,366.53</u>

This amendment will result in an increase to the following departments:
PUBLIC BUILDINGS
 The purpose of this budget amendment is to appropriate funds for the final payment application for the Town Hall renovation project.

Section 2: To amend the General Fund estimated expenditures with decreases as follows:

999	CONTINGENCY	\$ 55,366.53
		Total Revenues \$ <u>55,366.53</u>

The Finance Officer has performed a thorough analysis of the Revenues and has determined that the following changes are recommended to ensure a balanced statement for Fiscal Year 2023-2024.

Section 3: Copies of the budget ordinance amendment shall be furnished to the Town Clerk, the Council, the Budget Officer, and the Finance Officer for their direction.

Adopted this 4th day of October 2023.

Motion made by _____, 2nd by _____

VOTE: ___ FOR ___ AGAINST ___ ABSENT

 DAVID M BENSON, MAYOR PRO TEM

 CAITLIN ELLIOTT, FINANCE OFFICER

ORIGINAL BUDGET	7/1/2023	\$	7,591,075.78	
Budget Amendment 1 & 2	7/5/2023	\$	-	Fund 10 Dept to Dept Amendment
Budget Amendment 3	8/2/2023	\$	100.00	
Budget Amendment 5	10/4/2023	\$	-	Fund 10 Dept to Dept Amendment