



Strand Associates, Inc.®  
910 West Wingra Drive  
Madison, WI 53715  
(P) 608.251.4843  
[www.strand.com](http://www.strand.com)

June 20, 2025

Mr. Dylan Mulfinger, City Administrator  
City of Oelwein  
20 2nd Avenue Southwest  
Oelwein, IA 50662

Re: Reed Bed Expansion and EQ Basin Liner Replacement  
Contract 1-2023  
City of Oelwein, Iowa (Owner)

Dear Mr. Mulfinger:

In accordance with Article 15.06 of the General Conditions, this letter serves as our recommendation of final payment for Contract 1-2023. Enclosed is a copy of the final Application for Payment and accompanying documentation in accordance with the Contract Documents, including consent of the surety to final payment. A final inspection in accordance with Article 15.05 of the General Conditions occurred on May 29, 2025. Based upon our observation of the Work during construction and final inspection, and our review of the final Application for Payment and accompanying documentation, it appears the Work has been satisfactorily completed. Change Order No. 4 credits Owner with unused allowance items is enclosed for recognition and approval. The final pay application reflects this change order. Therefore, we recommend final payment of the amount indicated in the enclosed final Application for Payment. We recommend retainage be held for at least 30 days and until the equalization basin liner repair work is completed.

Furthermore, in accordance with Article 15.06 of the General Conditions and in support of our recommendation of payment of the final Application for Payment, this letter also provides our written notice to OWNER and CONTRACTOR (by copy of this letter) that the Work is acceptable, subject to stated limitations in this notice and to the provisions of Article 15.07 of the General Conditions.

The Preliminary Certificate of Substantial Completion fixed the Substantial Completion date at December 18, 2024, and established the Correction Period for the Work, as defined in Article 15.08 of the General Conditions. A review of the Work will be scheduled with OWNER during the Correction Period, or within 1 year of the date of Substantial Completion, whichever occurs first, to evaluate the Work for items that may require correction under the terms of the Contract.

Please call 608-251-4843 if there are any questions.

Sincerely,

STRAND ASSOCIATES, INC.®

Troy A. Larson

Enclosures

c/enc.: Justin Holland, Shift Companies  
Matt Yentz, Strand Associates, Inc.®  
Justin Bilskemper, Strand Associates, Inc.®


**Strand Associates, Inc.®**

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Madison, WI 53715

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June 6, 2025

**CHANGE ORDER NO. 4**

**PROJECT:** Reed Bed Expansion and EQ Basin Liner Replacement  
**OWNER:** City of Oelwein, Iowa  
**CONTRACT:** 1-2023  
**CONTRACTOR:** Shift Companies, LLC

**Description of Change**

4a	Provide a credit for the geotextile fabric that was not installed under the roadway.	(DEDUCT)	(\$1,750.50)
4b	Provide a credit for the remaining allowance associated with the pump rehabilitation.	(DEDUCT)	(\$14,810.05)
4c	Provide a credit for unused overall aggregate.	(DEDUCT)	(\$9,335.29)
<b>TOTAL VALUE OF THIS CHANGE ORDER:</b>		(DEDUCT)	(\$25,895.84)

**Contract Price Adjustment**

Original Contract Price	\$1,347,000.00
Previous Change Order Adjustments	\$82,009.50
Adjustment in Contract Price this Change Order	(\$25,895.84)
Current Contract Price including this Change Order	\$1,403,113.66

**Contract Substantial Completion Date Adjustment**

Original Contract Substantial Completion Date	October 5, 2024
Contract Substantial Completion Date Adjustments due to previous Change Orders	48 Days
Contract Substantial Completion Date Adjustments due to this Change Order	0 Days
Current Substantial Contract Completion Dates including all Change Orders	November 22, 2024

**Contract Final Completion Date Adjustment**

Original Contract Final Completion Date	November 3, 2024
Contract Final Completion Date Adjustments due to previous Change Orders	49 Days
Contract Final Completion Date Adjustments due to this Change Order	0 Days
Current Final Contract Completion Dates including all Change Orders	December 22, 2024

This document shall become a supplement to the Contract and all provisions will apply hereto.

**Signed by:**

Troy Larson

6/6/2025

ENGINEER-Strand Associates, Inc.®

Date \_\_\_\_\_

**PROVED**  
- DocuSigned by:

Justin Holland

6/6/2025

CONTRACTOR—Shift Companies, LLC

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Date

**Signed by:**

Dylan Mulfinger

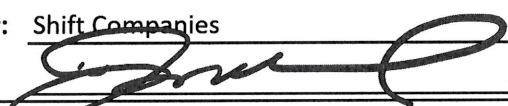
6/6/2025

OWNER City of Oelwein, Iowa

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Date

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Oelwein, IA</u>	<b>Owner's Project No.:</b> <u>1-2023</u>																								
<b>Engineer:</b> <u>Fox Strand</u>	<b>Engineer's Project No.:</b> _____																								
<b>Contractor:</b> <u>Shift Companies</u>	<b>Contractor's Project No.:</b> <u>S2308</u>																								
<b>Project:</b> <u>Reed Bed Expansion and EQ Basin Liner Replacement</u>																									
<b>Contract:</b> <u>1-2023</u>																									
<b>Application No.:</b> <u>10</u> <b>Application Date:</b> <u>6/17/2025</u>																									
<b>Application Period:</b> <b>From</b> <u>2/21/2025</u> <b>to</b> <u>6/17/2025</u>																									
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 70%;">1. Original Contract Price</td><td style="width: 30%; text-align: right;">\$ 1,347,000.00</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ 56,113.66</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 1,403,113.66</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$ 1,403,113.66</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td>    a. 5% X \$ 1,403,113.66 Work Completed =</td><td style="text-align: right;">\$ 70,155.68</td></tr><tr><td>    b. 5% X \$ - Stored Materials =</td><td style="text-align: right;">\$ -</td></tr><tr><td>    c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ 70,155.68</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 1,403,113.66</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td style="text-align: right;">\$ 1,332,999.65</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 70,155.68</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)</td><td style="text-align: right;">\$ -</td></tr></table>		1. Original Contract Price	\$ 1,347,000.00	2. Net change by Change Orders	\$ 56,113.66	3. Current Contract Price (Line 1 + Line 2)	\$ 1,403,113.66	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 1,403,113.66	5. Retainage		a. 5% X \$ 1,403,113.66 Work Completed =	\$ 70,155.68	b. 5% X \$ - Stored Materials =	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ 70,155.68	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,403,113.66	7. Less previous payments (Line 6 from prior application)	\$ 1,332,999.65	8. Amount due this application	\$ 70,155.68	9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ -
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<b>Contractor's Certification</b> The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
<b>Contractor:</b> <u>Shift Companies</u>																									
<b>Signature:</b> 	<b>Date:</b> <u>6/17/2025</u>																								
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<b>Title:</b> _____	<b>Title:</b> _____																								
<b>Date:</b> _____	<b>Date:</b> _____																								

**Stored Materials Summary**
**Contractor's Application for Payment**

<b>Owner:</b>	City of Oelwein, IA						<b>Owner's Project No.:</b>	1-2023				
<b>Engineer:</b>	Fox Strand						<b>Engineer's Project No.:</b>					
<b>Contractor:</b>	Shift Companies						<b>Contractor's Project No.:</b>	S2308				
<b>Project:</b>	Reed Bed Expansion and EQ Basin Liner Replacement											
<b>Contract:</b>	1-2023											

<b>Application No.:</b>	10		<b>Application Period:</b>	<b>From</b>	02/21/25	<b>to</b>	06/17/25	<b>Application Date:</b>	06/17/25			
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A	B	C	D	E	F	G	H	I	J	K	L	M							
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Materials Stored			Incorporated in Work			Materials Remaining in Storage (I-L) (\$)							
						Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)								
4	23099-1	31 05 19.16-0001 00	T Lock Embedment Strips	Onsite	2	9,763.40		9,763.40	9,763.40		9,763.40	-							
3	INV-11620		Sewer Pipe and Accessories	Onsite	5	40,904.54		40,904.54		40,904.54	40,904.54	-							
3	INV11878		Sewer Pipe	Onsite	5	7,792.00		7,792.00	7,792.00		7,792.00	-							
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<b>Totals</b>						\$	58,459.94	\$	-	\$	58,459.94	\$	17,555.40	\$	40,904.54	\$	58,459.94	\$	-

## Contractor's Application for Payment

EJCDC C-620 Contractor's Application for Payment

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Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	City of Oelwein, IA					Owner's Project No.:	1-2023		
Engineer:	Fox Strand					Engineer's Project No.:			
Contractor:	Shift Companies					Contractor's Project No.:	S2308		
Project:	Reed Bed Expansion and EQ Basin Liner Replacement								
Contract:	1-2023								

Application No.:	10	Application Period:	From	02/21/25	to	06/17/25	Application Date:	06/17/25
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A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Change Orders								
CO 1	CHANGE TO USE CWG	40,000.00	40,000.00			40,000.00	100%	-
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Change Order Totals		\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	100%	\$ -
Original Contract and Change Orders								
Project Totals		\$ 1,317,572.50	\$ 1,315,822.00	\$ -	\$ -	\$ 1,315,822.00	100%	\$ 1,750.50

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

**Owner:** City of Oelwein, IA  
**Engineer:** Fox Strand  
**Contractor:** Shift Companies  
**Project:** Reed Bed Expansion and EQ Basin Liner Replacement  
**Contract:** 1-2023

**Owner's Project No.:** 1-2023  
**Engineer's Project No.:**  
**Contractor's Project No.:** S2308

**Application No.:** 10      **Application Period:** From 02/21/25 to 06/17/25      **Application Date:** 06/17/25

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
10	REHAB SLUDGE PUMP	30,000.00	EA	1.00	30,000.00	15,189.95	15,189.95		15,189.95	51%	14,810.05
11	REHAB UNDERDRAIN PIPE	225.00	LF	125.00	28,125.00	225.00	28,125.00		28,125.00	100%	-
12	REPLACE REED BED PEA GRAVEL	55.00	CY	46.50	2,557.50	55.00	2,557.50		2,557.50	100%	-
13	REPLACE REED BED ROCK LAYER	100.00	CY	87.45	8,745.00	100.00	8,745.00		8,745.00	100%	-
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**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of Oelwein, IA							<b>Owner's Project No.:</b>	1-2023		
<b>Engineer:</b>	Fox Strand							<b>Engineer's Project No.:</b>			
<b>Contractor:</b>	Shift Companies							<b>Contractor's Project No.:</b>	S2308		
<b>Project:</b>	Reed Bed Expansion and EQ Basin Liner Replacement										
<b>Contract:</b>	1-2023										

<b>Application No.:</b>	10	<b>Application Period:</b>	From	02/21/25	to	06/17/25	<b>Application Date:</b>	06/17/25			
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Contract Information		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
				Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
<b>Change Orders</b>											
11	REHAB UNDERDRAIN PIPE	20.00	LF	125.00	2,500.00	20.00	2,500.00		2,500.00	100%	-
12	REPLACE REED BED PEA GRAVEL	266.67	CY	46.50	12,400.16	267.61	12,443.87		12,443.87	100%	(43.71)
13	REPLACE REED BED ROCK LAYER	310.00	CY	87.45	27,109.50	203.25	17,774.21		17,774.21	66%	9,335.29
	DEDUCT FOR NOT USING FABRIC UNDER ROCK ROAD	1,167.00	SY		-		-		-		-
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<b>Change Order Totals</b>					\$ 42,009.66		\$ 32,718.08	\$ -	\$ 32,718.08	78%	\$ 9,291.58
<b>Original Contract and Change Orders</b>											
<b>Project Totals</b>					\$ 111,437.16		\$ 87,335.53	\$ -	\$ 87,335.53	78%	\$ 24,101.63