



CONTRACTOR JOINT CONTRACT
SOCIETY'S COMPLIANCE

Contractor's Application for Payment No. **1**

Application Date: 8/24/2026

8/24/2026

To: TOWN OF SABATOGA

From (Contractor): Poly Pro

By (Employer): Jason Myers (WLC Engineering)

Project: Newer Forget Park

Contract: Newer Forget Park Concrete Project (WLC Funded)

Owner's Contract No.: N/A

Contractor's Project No.:

Engineer's Project No.:

to

Application for Payment
Change Order Summary

Approved Change Order Number	Addition	Reduction
CO#1	\$8,145.00	
	110.8 of each end gate, 1.2 inch depth and 2 diam drive	
TOTALS	\$8,145.00	
NET CHANGE IN CHANGE ORDERS	\$8,145.00	

1. ORIGINAL CONTRACT PRICE	5	\$74,815.32
2. Net change by Change Order	1	\$8,145.00
3. Current Contract Price (Line 1 + 2)	5	\$82,960.32
4. TOTAL COMPLETED AND STORED TO DATE	5	\$82,960.32
(Contractor's Fee) on Progress Retention	5	\$82,960.32
5. RETAINAGE	5	\$8,145.00
a. 5% X \$129,150 Work Completed	5	\$8,145.00
b. 5% X Stored Material	5	\$8,145.00
c. Total Retention (Line 5a + Line 5b)	5	\$16,290.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	5	\$66,670.32
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applications)	5	\$8,000.00
8. AMOUNT DUE THIS APPLICATION	5	\$58,670.32
9. BALANCE TO FINISH, PLUS RETAINAGE	5	\$16,290.00
(Contractor's Fee) on Progress Retention + Line 8a above	5	\$16,290.00

Payment of:

78,815.32

(Line 8 + 9, add - attach explanation of this other amount)

is recommended by:

Jason Myers

(Engineer)

August 28, 2026

(Date)

Payment of:

\$78,815.32

(Line 8 or other - attach explanation of this other amount)

is approved by:

(Owner)

(Date)

Approved by:

(Funding or Financing Entity (if applicable))

(Date)

Contractor's Certification

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 your Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise used in or covered by this Application for Payment, will pass to Owner at time of payment here and there 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 interests, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor's Signature

1-2-2026

Date:

08/24/2026

Certificate of Substantial Completion

Project: Never Forget Park Concrete Improvements Project	
Owner: TOWN OF SARATOGA	Owner's Contract No.: N/A
Contract: Never Forget Park Concrete Improvements Project	Engineer's Project No.: 18262

This Definitive Certificate of Substantial Completion applies to:

All Work under the Contract Documents.

August 10, 2026

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities

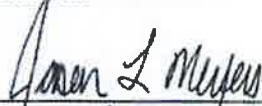
☒ Not Amended

Owner's Amended Responsibilities: None

Contractor's Amended Responsibilities: None

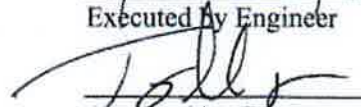
The following documents are attached to and made part of this Certificate: None

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.


Executed by Engineer

August 28, 2026

Date


Accepted by Contractor

8-28-26

Date

Accepted by Owner

Date

EJCDC C-625 Certificate of Substantial Completion
Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Construction Specifications Institute.

Change Order

No. 1

Date of Issuance: August 28, 2026

Effective Date: August 28, 2026

Project: Never Forget Park Concrete Improvements	Owner: TOWN OF SARATOGA	Owner's Contract No.: N/A
Contract: Never Forget Park Concrete Improvements	Date of Contract: March 16, 2026	
Contractor: Poly Pro, LLC	Engineer's Project No.: 18262	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

The Town has recommended additional contract time for coordination with other work on the site and additional work.

Attachments (list documents supporting change):

Attachment A, B

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$74,818.50

[Increase] [Decrease] from previously approved
Change Orders No. 0 to No. 0:

\$0.00

Contract Price prior to this Change Order:

\$74,818.50

[Increase] [Decrease] of this Change Order:

\$8,145.00

Contract Price incorporating this Change Order:

\$82,963.50

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): June 26, 2026

Ready for final payment (days or date): July 10, 2026

[Increase] [Decrease] from previously approved Change Orders
No. 0 to No. 0:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times prior to this Change Order:

Substantial completion (days or date): June 26, 2026

Ready for final payment (days or date): July 10, 2026

Increase of this Change Order:

Substantial completion (days or date): August 31, 2026

Ready for final payment (days or date): September 18, 2026

Contract Times with all approved Change Orders:

Substantial completion (days or date): August 31, 2026

Ready for final payment (days or date): September 18, 2026

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized

Date: _____

Date: _____

EJCDC C-941 Change Order

Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Construction Specifications Institute.

ATTACHMENT A

Change Order No. 1

NEVER FORGET PARK CONCRETE IMPROVEMENTS PROJECT

Item 2: Curb and Gutter – The Town requested an additional 110 LF of curb and gutter be placed at the unit price of \$49.90/LF. This is an increase of \$5,489.00.

Item 3: Concrete Sidewalk - The Town requested an additional 14 SY of concrete sidewalk be placed at the unit price of \$45.50/SY. This is an increase of \$637.00.

Item 9: Chase Drain (2) – The Town requested two chase drains be installed on the project for a lump sum price of \$2,019.00. This is an increase of \$2,019.00.

The Substantial Completion and Final Completion dates are adjusted to allow for coordination of other work on the Site.

ATTACHMENT B
CHANGE ORDER NO. 1

ITEM NO.	ITEM	UNIT	CURRENT QUANTITY	ESTIMATED CHANGE IN QUANTITY	NEW TOTAL ESTIMATED QUANTITY	ORIGINAL UNIT PRICE	NEW UNIT PRICE	ORIGINAL TOTAL PRICE	NEW TOTAL PRICE	ESTIMATED CHANGE IN COST
1	MOBILIZATION	LS	1	0	1	\$850.00	\$850.00	\$850.00	\$850.00	\$0.00
2	CURB AND GUTTER	LF	555	110	665	\$49.90	\$49.90	\$27,694.50	\$33,183.50	\$5,489.00
3	CONCRETE SIDEWALK	SY	700	14	714	\$45.50	\$45.50	\$31,850.00	\$32,487.00	\$637.00
4	CONCRETE PAVEMENT	SY	47	0	47	\$259.00	\$259.00	\$12,173.00	\$12,173.00	\$0.00
5	ITEM NOT USED			0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	ITEM NOT USED			0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	SITE SIGN	EA	1	0	1	\$2,945.00	\$2,945.00	\$2,945.00	\$2,945.00	\$0.00
8	TEMPORAY TRAFFIC CONTROL	LS	1	0	1	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00
9 (CO 1)	CHASE DRAIN (2)	LS	0	1	1	\$0.00	\$2,019.00	\$0.00	\$2,019.00	\$2,019.00

ESTIMATED TOTAL CHANGE IN COST TO PROJECT: \$8,145.00

CHANGES DUE TO PREVIOUS CHANGE ORDERS: \$0.00

PRELIMINARY CONTRACT COST: \$74,818.50

CURRENT CONTRACT COST: \$82,963.50