



## Dinwiddie County Finance and General Services

14010 Boydton Plank Road

Dinwiddie, Virginia 23841

Phone: 804-469-4500

FAX: 804-469-4503

---

### **MEMORANDUM**

TO: Board of Supervisors

FROM: Anne Howerton, Deputy County Administrator

DATE: February 15, 2022

SUBJECT: BAPCC 2020 Disbursement #11 – Southside Elementary HVAC

---

#### **Background**

The Fire Truck and Southside Elementary HVAC replacement projects as approved in the FY 2021 CIP were financed with debt issued through Banc of America Public Capital Corp (BAPCC), which closed on December 2, 2020. Each project has its own disbursement forms per the Master Lease Agreement.

Southside HVAC #11 requests payment to Comfort Systems USA for Application #6 for work in November 2021. The disbursement form and invoice are attached for your review.

#### **Actions**

We are asking for approval of the following resolution.

**BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize payment to Comfort Systems USA per the attached invoices for a total disbursement of \$4,987.50.

**Dinwiddie County - Restricted Account Agreement - Schedule 2 HVAC**

**DISBURSEMENT REQUEST NO.   11**

I, the undersigned, hereby certify that I am the duly qualified and acting officer of the Lessee identified below. On Lessee's behalf, I hereby request a disbursement in the amount of **\$4,987.50** with respect to the Equipment listed below, which is subject to Master Equipment Lease/Purchase Agreement dated as of December 2, 2020 by and between Banc of America Public Capital Corp, ("*Lessor*") and County of Dinwiddie, Virginia ("*Lessee*") (hereinafter referred to as the "Lease"):

**Southside Elem HVAC Application #6                      \$4,987.50**

The disbursement should be made to:  
(Contractor Information)

**Comfort Systems USA  
1057 Bill Tuck Highway  
South Boston VA 24592**

The undersigned hereby certifies as follows:

Lessee has incurred an obligation in the stated amount. That obligation is a proper charge against the Restricted Account for costs relating to the Equipment identified in the Lease, and has not been paid. Each item of Equipment relating to an obligation specified in the table herein titled as "Disbursement Amounts" has been delivered, installed and accepted by Lessee. Attached hereto is a copy of the original invoice with respect to this obligation.

The undersigned has no notice of any vendor's, mechanic's, or other liens or rights to liens, chattel mortgages, conditional sales contracts, or security interest that should be satisfied or discharged before the obligation is paid.

This requisition contains no item representing payment on account or any retained percentages that Lessee is, at the date hereof, entitled to retain.

The Equipment is insured in accordance with the Lease.

No Event of Default under the Lease, and no event that with notice or lapse of time, or both, would become an Event of Default, has occurred and is continuing at the date hereof. No Event of Non-appropriation has occurred (or is threatened by the governing board of the County) with respect to the Lease.

The disbursement will occur during the Acquisition Period.

The representations, warranties and covenants of Lessee set forth in the Lease are true and correct as of the date hereof.

No Material Adverse Change has occurred since the date of the execution and delivery of the Lease.

DATE 2/15/22

LESSEE: **County of Dinwiddie, Virginia**

By: *Anne R Howerton*

Name: Anne R. Howerton

Title: Deputy County Administrator

Disbursement Authorized:  
**Banc of America Public Capital Corp**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



# AIA Document G702™ - 1992

## Application and Certificate for Payment

**TO OWNER:** DINWIDDIE CO PUBLIC SCHOOLS PROJECT: SOUTHSIDE ELEMENTARY SCHOOL APPLICATION NO: 6  
 14016 BOYDTON PLANK ROAD 10305 BOYDTON PLANK ROAD PERIOD TO: 11/30/21  
 DINWIDDIE, VA 23841  
**FROM CONTRACTOR:** COMFORT SYSTEMS USA (MIDATLANTIC) ARCHITECT: RRMV ARCHITECTS CONTRACT FOR: ROOFTOP UNIT REPLACEMENT (IFB #21-030321)  
 1057 BILL TUCK HWY. 115 SOUTH 15TH STREET CONTRACT DATE: 04/19/21  
 SOUTH BOSTON, VA 24592 SUITE 202 PROJECT NOS: /  
 RICHMOND VA 23219 OTHER

**Distribution to:** OWNER   
 ARCHITECT   
 CONTRACTOR   
 FIELD   
 OTHER

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 1,078,910.00
2. NET CHANGE BY CHANGE ORDERS ..... \$ 11,242.53
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 1,090,152.53
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 1,082,347.53
5. RETAINAGE:
  - a. 5.00 % of Completed Work (Columns D + E on G703) ..... \$ 54,117.38
  - b. 5.00 % of Stored Material (Column F on G703) ..... \$ .00
- Total Retainage (Lines 5a + 5b, or Total in Column I of G703) ..... \$ 54,117.38
6. TOTAL EARNED LESS RETAINAGE ..... \$ 1,028,230.15 (Line 4 minus Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 1,023,242.65 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE ..... \$ 4,987.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 51,922.38 (Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 11,242.53	\$ .00
Total approved this month	\$ .00	\$ .00
<b>TOTAL</b>	<b>\$ 11,242.53</b>	<b>\$ .00</b>
<b>NET CHANGES by Change Order</b>	<b>\$</b>	<b>11,242.53</b>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** By: Regina D. Cole Date: November 23, 2021  
 State of: Virginia  
 County of: Hairfax  
 Subscribed and sworn to before me this 23 day of November 2021  
 Notary Public: Deborah C. Heger  
 My commission expires: July 31, 2024



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprised in this application, the Architect certifies to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work in accordance with the Contract Documents, and the Contractor is entitled to the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 4,987.50  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:** Mark W. Foster Date: 01/17/22  
 By: Mark W. Foster  
 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.

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

AIA Document G702™ - 1992. Copyright © 1953, 1963, 1965, 1971, 1976, 1983 and 1992 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, [copyright@aia.org](mailto:copyright@aia.org). 607145C04



# AIA Document G703™ - 1992

## Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are in US dollars.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 6  
 APPLICATION DATE: 11/23/21  
 PERIOD TO: 11/30/21  
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	HVAC								
01	MOBILIZATION	18,732.00	18,732.00	.00	.00	.00	18,732.00	.00	936.60
02	DEMobilIZATION	637.00	637.00	.00	.00	.00	637.00	.00	31.85
03	BONDS	20,813.00	20,813.00	.00	.00	.00	20,813.00	.00	1,040.65
04	SUBMITTALS	20,813.00	20,813.00	.00	.00	.00	20,813.00	.00	1,040.65
05	DUCT AND AIR DISTRIBUTION MAT	4,258.00	4,258.00	.00	.00	.00	4,258.00	.00	212.90
06	DUCT FABRICATE LABOR	11,000.00	11,000.00	.00	.00	.00	11,000.00	.00	550.00
07	DUCT INSTALL LABOR	2,480.00	2,480.00	.00	.00	.00	2,480.00	.00	124.00
08	HVAC EQUIPMENT (RTU'S) MAT	623,376.00	623,376.00	.00	.00	.00	623,376.00	.00	31,168.80
09	INSTALL ROOFTOP UNITS LABOR	16,800.00	16,800.00	.00	.00	.00	16,800.00	.00	840.00
10	MOBILIZATION ELECTRICAL	2,062.00	2,062.00	.00	.00	.00	2,062.00	.00	103.10
11	DEMobilIZATION ELECTRICAL	1,375.00	1,375.00	.00	.00	.00	1,375.00	.00	68.75
12	ELECTRICAL RACEWAY & WIRE MAT	21,175.00	21,175.00	.00	.00	.00	21,175.00	.00	1,058.75
13	ELECTRICAL RACEWAY & WIRE LAB	12,705.00	12,705.00	.00	.00	.00	12,705.00	.00	635.25
14	ELECTRICAL FINAL CONNECTIONS	7,920.00	7,920.00	.00	.00	.00	7,920.00	.00	396.00
15	TEST AND BALANCE	5,000.00	3,750.00	1,250.00	.00	.00	5,000.00	.00	250.00
16	CONTROLS ENGINEERING	36,000.00	36,000.00	.00	.00	.00	36,000.00	.00	1,800.00
17	CONTROLS MATERIALS	120,000.00	120,000.00	.00	.00	.00	120,000.00	.00	6,000.00
18	CONTROLS LABOR	39,600.00	39,600.00	.00	.00	.00	39,600.00	.00	1,980.00
19	CONTROLS CHECK & VERIFICATION	20,000.00	16,000.00	4,000.00	.00	.00	20,000.00	.00	1,000.00
20	DUCT CLEANING SUB	29,300.00	29,300.00	.00	.00	.00	29,300.00	.00	1,465.00
21	LIFTS, CRANE, MISC ROFT RENTAL	11,000.00	11,000.00	.00	.00	.00	11,000.00	.00	550.00
22	O&M/PUNCHLIST	15,610.00	7,805.00	7,805.00	.00	.00	7,895.00	7,805.00	390.25
		1,040,656.00	1,027,601.00	13,055.00	5,250.00	.00	1,032,851.00	7,805.00	51,642.55
	GRAND TOTAL								

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

AIA Document G703™ - 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org. 10/21/04BHA



# AIA Document G703™ - 1992

## Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are in US dollars.  
 Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NO: 6

APPLICATION DATE: 11/23/21

PERIOD TO: 11/30/21

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (if variable rate)
			FROM PREVIOUS APPLICATION (D)	(D + E)					
2	MECHANICAL								
01	MOBILIZATION	688.00	688.00	.00	.00	.00	688.00	.00	34.40
02	DEMobilIZATION	23.00	23.00	.00	.00	.00	23.00	.00	1.15
03	BONDS	765.00	765.00	.00	.00	.00	765.00	.00	38.25
04	SUBMITTALS	765.00	765.00	.00	.00	.00	765.00	.00	38.25
05	PIPE DEMO LABOR ALT 1	2,758.00	2,758.00	.00	.00	.00	2,758.00	.00	137.90
06	PIPE VALVES FITTINGS MATERIAL	13,384.00	13,384.00	.00	.00	.00	13,384.00	.00	669.20
07	PIPE VALVES FITTINGS MAT ALT 1	2,817.00	2,817.00	.00	.00	.00	2,817.00	.00	140.85
08	PIPE VALVE FITTINGS PREFAB LAB	800.00	800.00	.00	.00	.00	800.00	.00	40.00
09	PIPE VLV FIT PREFAB LB ALT 1	800.00	800.00	.00	.00	.00	800.00	.00	40.00
10	PIPE VLV FITTING INST LAB	11,645.00	11,645.00	.00	.00	.00	11,645.00	.00	582.25
11	PIPE VLV FITTING INST LB ALT 1	3,235.00	3,235.00	.00	.00	.00	3,235.00	.00	161.75
12	O&M/PUNCHLIST	574.00	574.00	.00	.00	.00	574.00	.00	28.70
		38,254.00	38,254.00	.00	.00	.00	38,254.00	.00	1,912.70
100	CO#1.1-EXT RETURN AIR DUCT DRO	5,287.92	5,287.92	.00	.00	.00	5,287.92	.00	264.40
101	CO#1.2-REMOVE SCREEN WALL SECT	2,375.83	2,375.83	.00	.00	.00	2,375.83	.00	118.79
102	CO#1.3-REPL EXIST GAS PIPE, RE	3,578.78	3,578.78	.00	.00	.00	3,578.78	.00	178.94
	GRAND TOTAL	1,090,152.53	1,077,097.53	5,250.00	.00	.00	1,082,347.53	7,805.00	54,117.38
									99.28

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

AIA Document G703™ - 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1976, 1983 and 1982 by The American Institute of Architects. All rights reserved. **WARNING: This AIA Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org. 101910C04