

1 GENERAL

1.1 References

- .1 Government of Canada (PWGSC).
 - .1 Construction Contract.

1.2 Application for Progress Payments

- .1 Make applications for payment on account monthly as Work progresses.
- .2 Date applications for payment the last day of the agreed monthly payment period and ensure amount claimed is for the value, proportionate to amount of Contract, of Work performed and Products delivered to and secured at the Place of Work at that date.
- .3 Submit to Departmental Representative, at least 14 business days before first application for payment, cost breakdown in detail as directed by Departmental Representative for parts of work, aggregating total amount of Contract Price, so as to facilitate evaluation of applications for payment. After approval by Departmental Representative, Cost Breakdowns will be used as basis for progress payments.
- .4 Support claims for products delivered to Place of Work but not yet incorporated into work by such evidence as Departmental Representative may reasonably require to establish value and delivery of Products.

1.3 Schedule of Values

- .1 Make schedule of values out in such form and supported by such evidence as Departmental Representative may reasonably direct and when accepted by Departmental Representative, used as basis for applications for payment.
- .2 Include statement based on schedule of values with each application for payment.
- .3 Support claims for products delivered to Place of Work but not yet incorporated into Work by such evidence as Departmental Representative may reasonably require to establish value and delivery of products.
- .4 Itemize the following general costs:
 - .1 bonds, permits and insurance
 - .2 temporary facilities
 - .3 accommodation
 - .4 travel
 - .5 project administration\management
 - .6 freight
- .5 Itemize materials, labour and equipment costs for each section of the Work in divisions which at the least reflect specification sections.

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- .6 No claim will be processed by the Departmental Representative until the Schedule of Values has been submitted.

1.4 Progress Payment

- .1 Departmental Representative will issue to Departmental Representative, no later than 10 days after receipt of an application for payment, certificate for payment in amount applied for or in such other amount as Departmental Representative determines to be properly due. If Departmental Representative amends application, Departmental Representative will give notification in writing giving reasons for amendment.

1.5 Substantial Performance of Work

- .1 On receipt of the Departmental Representative's Certificate of Substantial Performance of Work or a designated portion of Work.
- .2 Submit application for progress payment including eventual release of lien holdback and termination of building insurance coverage.

1.6 Final Payment

- .1 Upon receipt of the Departmental Representative's Certificate of Final Completion, submit an application for final payment.

Provide with this application a final statement of account reflecting resolution of all contract securities and bonding and a statutory declaration of payment of suppliers, subcontractors and employee's providing goods and services to the project.

2 **PRODUCTS** not applicable

3 **EXECUTION** not applicable

END OF SECTION