**24. Engineer’s Estimate for Partial Payment**

 \_\_\_\_\_\_\_\_\_\_, Minnesota (month) (day) , (year)

TO THE CITY COUNCIL OF

\_\_\_\_\_\_\_\_\_\_\_\_\_, MINNESOTA

Councilmembers:

I have viewed the work being done under contract by \_\_\_\_\_\_\_\_\_\_ on Improvement No. \_\_\_\_\_\_\_\_\_\_, the improvement of \_\_\_\_\_\_\_\_\_\_ Street between the \_\_\_\_\_\_\_\_\_\_ line of \_\_\_\_\_\_\_\_\_\_ Street and the \_\_\_\_\_\_\_\_\_\_ line of \_\_\_\_\_\_\_\_\_\_ Street by \_\_\_\_\_\_\_\_\_\_, and find that the amount earned on said contract up to \_\_\_\_\_\_\_\_\_\_ a.m. (p.m.), (month) (day) , (year), was as follows:

No. Item Contract Price Percent Complete Amount Earned

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Earned

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Less 5 percent withheld[[1]](#endnote-2)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Balance

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Less former payments

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Balance

I therefore recommend that a payment of $\_\_\_\_\_\_\_\_\_\_ be made to the contractor from the fund for the improvement, representing 95 percent of the amount earned, less previous payments.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Engineer

**END OF FORM**

1. The 5 percent figure is stipulated in the law; however, the parties may agree in the contract that when the work is 95 percent or more completed, upon recommendation of the engineer, such portions of the retained price shall be released as the council determines they are not required to be retained to protect the city's interest in satisfactory completion of the contract. (Minn. Stat. § 429.041, subd. 6.) See also Form 21, note 1. [↑](#endnote-ref-2)