***FORM 01771* FINAL PAYMENT CHECKLIST**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Contractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Notice to Proceed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Substantial Completion Date (include change orders): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # of days \_\_\_\_\_\_

Final Completion Date (include change orders): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # of days \_\_\_\_\_\_

Actual Substantial Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # of days \_\_\_\_\_\_

Actual Final Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # of days \_\_\_\_\_\_

|  |  |
| --- | --- |
| Punch list complete (date)\_\_\_\_\_\_\_\_\_\_\_ | Warranties assigned to College |
| 1 year warranties (start date)\_\_\_\_\_\_\_\_\_ | Operation & Maintenance manuals |
| As-built drawings, paper and CAD | Staff training |
| Engineer of Record’s floor elevation certificate | Fire alarm certificate |
| Approved fire alarm shop drawings | Sprinkler certificate |
| Approved sprinkler system shop drawings | State Fire Marshal’s certificate of occupancy |
| Threshold certificate | Elevator certificate of operation |
| Substantial Completion (date)\_\_\_\_\_\_\_\_ | Health Department |
| Final Florida building code inspections | Termite certificate |
| Product approval specification checklist | Potable water system disinfection |
| Backflow prevention | HVAC test & balance |
| HVAC closeout documents | Electrical closeout documents |
| Gas closeout documents | Certificate of Occupancy (date)\_\_\_\_\_\_\_\_ |

If any of the above are not applicable, indicate by N/A

If any of the above are not checked, explain here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature Date