***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