

LEE COUNTY CONSTRUCTION CONTRACT
FINAL PAYMENT CHECKLIST

Bid No.: _____ Project No.: _____ Date: _____

The following items have been secured by the _____

Department for the project known as _____

Contract No.: _____, and have been reviewed and found to comply
with the requirements of the Contract Documents.

Contract Price: _____ (Including Change Orders).

Date of Notice to Proceed: _____

Substantial Completion Time:* _____ Calendar Days.
(Including Change Orders)

Contract Final Completion Time:* _____ Calendar Days.
(Including Change Orders)

Actual Substantial Completion Time:* _____ Calendar Days.

Actual Completion Time:* _____ Calendar Days.
(Including Change Orders)

Completed
Yes No

1. All Punch List items completed _____ (Date).
2. Warranties and Guarantees assigned to County.
3. General one year warranty from Contractor _____ (Effective Date).
4. Operation and Maintenance manuals for equipment and system.
5. Record drawings obtained.
6. County personnel trained on system and equipment operation.
7. Certificate of Occupancy _____ or Compliance
8. Certificate of Substantial Completion* _____ (Date).
9. Department's Final Inspection Report* when Applicable. _____ (Date).
10. Final Payment Certification and Affidavit from Contractor (Form No. CSD:505(3)).
11. Owner's Representative's Certificate of Final Inspection _____ (Date).
12. DBE Participation Certification (Form No. CSD:545) and justification letter from Contractor (If Applicable).

Completed
Yes No

13. Consent of Surety

14. Others: Specify: _____

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

If No Is checked to any of the above, explain here: _____

Comments: _____

Signed: _____
Department Director or Designee

Date: _____

* These Completion Times and/or Dates to be used, when appropriate, in administering the liquidated damages provision of the Contract Documents.

cc: Risk Management

CMO:045
09/25/01