

SECTION 01700: CONTRACT CLOSEOUT

1 PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Closeout procedures.
- B. Final cleaning.
- C. Project record documents.

1.2 RELATED SECTIONS

- A. Section 01400 - Construction Quality Control/Quality Assurance.
- B. Section 01500 - Construction Facilities and Temporary Controls.

1.3 CLOSEOUT PROCEDURES

- A. Final Inspection:
 - 1. The Contractor shall request the scheduling of a final inspection in writing at least 5 business days prior to the scheduled completion date. The project shall be in a state in which all Work under the Contract, including modification work, is or will be 100 percent complete prior to inspection by Ecology's team members. Ecology's Representative will either confirm in writing the date of inspection requested or will make arrangements for a mutually acceptable date.
 - 2. If, during this inspection, deficiency items are discovered, those items will be developed into a punch-list and provided to the Contractor for completion within a reasonable specified time frame. A formal "punch list" will be forwarded to the Contractor within seven (7) business days with the time frame established for completion of all items. A "back-check" inspection will be conducted to verify all deficient items were completed. If deficiencies are not completed by the Contractor and accepted by Ecology within the time frame established, Ecology may take the necessary steps to complete all outstanding Work items under another source and deduct that amount from the Contract by modification.
 - 3. If after conclusion of the "final inspection" it is determined that the facility is not in a state for "final acceptance," but has a high percentage of the Work complete and the project area is available for the purpose for which it was intended with no omission in essential parts, Ecology's Representative may conclude that the Contract Work is substantially complete. Ecology's Representative will establish by letter the actual

substantial completion date and establish a time frame upon which the punch-list items are to be completed.

- B. Reinspection: If the reinspection of deficient or incomplete items becomes necessary, the cost of reinspection will be at the expense of the Contractor.
- C. Provide final submittals to Ecology's Representative that are required by Ecology or other authorities in the condition and within the time frames stated within the Contract Documents.

1.4 FINAL CLEANING

- A. Execute final cleaning prior to final project assessment.
- B. Completely remove waste, surplus materials, rubbish, and construction facilities from the site.

1.5 PROJECT RECORD DOCUMENTS

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
 - 1. Drawings
 - 2. Specifications
 - 3. Addenda
 - 4. Change Orders and other modifications to the Contract
 - 5. Reviewed Product Data and Samples
 - 6. Manufacturer's instruction for assembly, installation, and adjusting
 - 7. Quality Control documentation and test results per Section 01400
- B. Ensure entries are complete and accurate, enabling future reference by Ecology's Representative.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress.
- E. Specifications: Legibly mark and record at each Product section description of actual Products installed, including the following:
 - 1. Manufacturer's name and product model and number.
 - 2. Product substitutions or alternates utilized.
 - 3. Changes made by Addenda and modifications.

- F. Record Drawings: Legibly mark each item to record actual construction including:
 - 1. Field changes of dimension and detail.
 - 2. Details not on original Drawings.
- G. Submit all record documents to Ecology's Representative prior to Final Application for Payment.

1.6 MEASUREMENT AND PAYMENT

- A. Work under Section 01700 - Contract Closeout will be paid as a lump sum item under bid number one. There is no separate measurement and payment for the Work under this Section.
- B. Final Payment Request: A release of claims must be submitted before final payment. The final payment request will be rejected and returned to the Contractor if all items required under the Contract have not been completed, submitted, approved, and accepted prior to the receipt of the request, i.e., deficient Work items, record drawings, payrolls, reports, etc.

1.7 FINAL ACCEPTANCE

- A. Final acceptance of the Contract Work occurs when acceptance of all requirements under the Contract have been completed and accepted by Ecology.

2 PART 2 PRODUCTS

Not Used.

3 PART 3 EXECUTION

Not Used.

END OF SECTION