

**CLOSEOUT PROCEDURES****PART 1      GENERAL****1.1            RELATED SECTIONS**

- .1      Section 01 74 11 - Cleaning.
- .2      Section 01 78 00 - Closeout Submittals.

**1.2            FINAL INSPECTION AND DECLARATION PROCEDURES**

- .1      Contractor's Inspection: The Contractor and all Subcontractors shall conduct an inspection of Work, identify deficiencies and defects; repair as required. Notify the Departmental Representative in writing of satisfactory completion of the Contractor's Inspection and that corrections have been made. Request an Departmental Representative's Consultant's Inspection.
- .2      Departmental Representative's Inspection: Departmental Representative and the Contractor will perform an inspection of the Work to identify obvious defects or deficiencies. The contractor shall correct Work accordingly.
- .3      Completion: submit written certificate that the following have been performed:
  - .1      Work has been completed and inspected for compliance with Contract Documents.
  - .2      Defects have been corrected and deficiencies have been completed.
  - .3      Equipment and systems have been tested, adjusted and balanced and are fully operational.
  - .4      Certificates required by Fire Commissioner, Authorities have been submitted.
  - .5      Operation of systems have been demonstrated to Owner's personnel.
  - .6      Work is complete and ready for Final Inspection.
- .4      Final Inspection: When items noted above are completed, request final inspection of Work by the Departmental Representative, representative of PWGSC and the Contractor. If Work is deemed incomplete by the Departmental Representative, complete outstanding items and request a reinspection.
- .5      Declaration of Substantial Performance: When the Departmental Representative considers deficiencies and defects have been corrected and it appears requirements of Contract have been substantially performed, make application for Certificate of Substantial Performance. Refer to General Conditions for specifics to application.
- .6      Commencement of Lien and Warranty Periods: The date of PWGSC acceptance of the submitted declaration of Substantial Performance shall be the date for commencement for the warranty period and commencement of the lien period.
- .7      Declaration of Total Performance: When the Departmental Representative considers final deficiencies and defects have been corrected and it appears requirements of the Contract have been totally performed, make application for certificate of Total

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Performance. Refer to General Conditions for specifics to application. If Work is deemed incomplete by the Consultant, complete the outstanding items and request a reinspection.

**1.3 REINSPECTION**

- .1 Should status of work require reinspection by Departmental Representative due to failure of work to comply with Contractor's claims for inspection, Departmental Representative will deduct amount of compensation for reinspection services from payment to Contractor.

**PART 2      PRODUCTS (NOT APPLICABLE)****PART 3      EXECUTION (NOT APPLICABLE)****END OF SECTION**