

Endorsement of contractor's insurance company for beneficial occupancy
Approval of SCO for beneficial occupancy
Start University insurance on building

Furniture delivery and setup

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Owner Instruction

Record of instruction sessions

Plumbing

HVAC

Electrical

Fire Alarm

Special Systems _____

Special Systems _____

Owner O & M manuals in hand and pressure vessel info received.
to include cutsheets marked with model used.

Final Inspections

Designer

Check punchlist items

Notify SCO, DOI, DOL, IRI regarding completed punch list items

Final inspections by SCO

Contractor Evaluations

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Closeout Documentation

Record drawings received (Cad and hard copy)

Final Pay apps

Consent of surety for final payments

Affidavit of payment of debts, claims and subcontractors from all contractors

Affidavit of release of liens

Certificate of Completion

Certificate of Compliance

Warranty Information

Designer Evaluation

Final Payment to Designer
