

## SECTION 01700

### CONTRACT CLOSEOUT

#### PART 1 GENERAL

##### 1.01 SECTION INCLUDES

- A. Closeout procedures.
- B. Final cleaning.
- C. Project record documents.
- D. Warranties.
- E. Maintenance materials.

##### 1.02 RELATED SECTIONS

- A. Section 01500- Construction Facilities and Temporary Controls: Progress cleaning.

##### 1.03 CLOSEOUT PROCEDURES

- A. Submit written clarification that Contract Documents have been reviewed, Work has been inspected, and that Work is complete in accordance with Contract Documents and ready for Engineer's inspection.
- B. Provide submittals to Engineer that are required by governing or other authorities.
- C. Submit final Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due.

##### 1.04 FINAL CLEANING

- A. Execute final cleaning prior to final inspection.
- B. Clean debris from roofs, gutters, downspouts, and drainage systems.
- C. Clean site; sweep and clean paved areas.
- D. Remove waste and surplus materials, rubbish, and construction facilities from the site.

## 1.05 PROJECT RECORD DOCUMENTS

- A. Maintain on site, one set of the following record documents; record actual revisions to the Work:
  - a. Specifications.
  - b. Addenda.
  - c. Change Orders and other Modifications to the Contract.
  - d. Reviewed shop drawings, product data, and samples.
- B. Store Record Documents separate from documents used for construction.
- C. Record information concurrent with construction progress.
- D. Specifications: Legibly mark and record at each Product section description of actual Products installed, including the following:
  - a. Manufacturer's name and product model and number.
  - b. Product substitutions or alternates utilized.
  - c. Changes made by Addenda and Modifications.
- E. Record Documents and Shop Drawings: Legibly mark each item to record actual construction including:
  - a. Measured depths of foundations in relation to finish first floor datum.
  - b. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
  - c. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
  - d. Field changes of dimension and detail.
  - e. Details not on original Contract Drawings.
- F. Submit documents to Engineer with claim for final Application for Payment.
- G. Project documents and certificates, including the following:
  - 1. Shop drawings and product data.
  - 2. Certificates.
  - 3. Photocopies of warranties and bonds.
- H. Submit one copy of completed volumes in final form 15 days prior to final inspection. This copy will be returned after final inspection, with Engineer comments. Revise content of documents as required prior to final submittal.
- B. Submit final volumes revised, within ten days after final inspection.

## 1.07 WARRANTIES

- A. Provide notarized copies.
- B. Execute and assemble documents from Subcontractors, suppliers, and manufacturers.
- C. Provide Table of Contents and assemble in binder with durable cover.
- D. Submit prior to final Application for Payment.
- E. The effective warranty date for all items of work completed and accepted by Owner at substantial completion is the date of substantial completion.
- F. For items of Work delayed beyond the date of Substantial Completion, provide updated submittal within ten days after acceptance, listing date of acceptance by Owner as start of warranty period.

END OF SECTION