

SECTION 34
CONTRACT CLOSEOUT

34-1 General

34-1.01 Work Included

This specification section describes all operations necessary for and incidental to closing out the Contract and assisting in the District's final inspection. The "Operational Completion Date" and "Contract Completion Date" will not be achieved until after the District's final inspections.

34-1.02 Related Sections

All Contract Documents.

34-1.03 Closeout Schedule and Procedures

A. Requirements Preparatory to Final Inspection

1. Contractor shall have completed all operational tasks required for the equipment and facilities constructed and shall have provided the District with the respective reports.
2. Contractor shall notify the District to perform a preliminary inspection for determining the state of completion of the project. Contractor shall notify the District at least seven days in advance of the time this inspection is to be performed. Before the District performs such inspection, the Contractor shall provide the District with the Contractor's Punch List, listing its observed Contract deficiencies. From the information gathered from this preliminary inspection, the District will prepare a punch list of work to be performed, corrected, or completed before the project will be accepted. Contractor shall complete all work on the punch list before final inspection.
3. All temporary facilities shall be removed from the site, except as may be required for the performance of work expected to appear on the punch list.
4. The site and all applicable appurtenances and improvements shall be completely cleaned to the satisfaction of the District.
5. Contractor shall submit to the District complete releases of all claims.
6. Contractor shall provide spare parts and operation and maintenance materials.
7. All guarantees, warranties, project record documents, and operation and maintenance manuals shall be submitted to the District, as specified.

B. Final Inspection

After all requirements preparatory to the final inspection have been completed as specified in this section, Contractor shall notify the District to perform the final inspection. Notice shall be given at least seven days in advance of the time the final inspection is to be performed.

34-1.04 Cleanup and Restoration

- A. The area within the limits of the project and all ground occupied by Contractor in connection with the work shall be left in a neat and presentable condition. Contractor shall remove all rubbish, surplus materials, discarded materials, falsework, temporary structures, equipment, and debris.
- B. Contractor shall not remove warning, regulatory, and guide signs without the approval of the District.
- C. Contractor shall clean out all structures within the limits of the project, of dirt and debris of any kind, which is the result of Contractor's operation.
- D. Contractor shall clean all structures, interior and exterior surfaces; remove material and temporary labels, stains and foreign substances; and clean equipment surfaces.
- E. Contractor shall assure compliance with all permit and regulatory requirements.
- F. Contractor shall completely restore the site to the satisfaction of the District.

34-1.05 Releases

Before notification to perform the final inspection, Contractor shall submit to the District complete releases of all claims, as required by the General Conditions, Paragraph 7-1.11.

34-1.06 Spare Parts and Maintenance Materials

- A. Contractor shall provide products, spare parts, maintenance, and extra materials in quantities specified in individual Specification sections and all vendor/supplier data.
- B. Contractor shall deliver spare parts and maintenance materials to project site and place in location as directed by the District.

34-1.07 Project Record Documents

- A. Contractor shall prepare Project Record Documents in accordance with the Contract Documents.
- B. Contractor shall submit Project Record Documents fifteen (15) days before final inspection.
- C. Contractor shall store Record Documents and samples in the Field Office apart from documents used for construction. Contractor shall provide files, racks, and secure storage for Record Documents and samples.
- D. Contractor shall label and file Record Documents and samples in accordance with section number listings in Table of Contents of the Specifications. Documents shall be labeled, "PROJECT RECORD" in neat, large, printed letters.
- E. Contractor shall maintain Record Documents in a clean, dry, and legible condition. Record Documents shall not be used for construction purposes.
- F. Contractor shall keep Record Documents and samples available for inspection by the District.

34-1.08 Operation and Maintenance Manual

- A. Contractor shall submit three draft copies of completed volumes thirty (30) days before equipment startup and testing. One copy will be returned with the District's comments. Contractor shall revise content of documents as required before final submittal.
- B. Contractor shall submit three final revised sets of Operation and Maintenance Manuals before final inspection.

34-1.09 District Training

The Contractor shall train the District's operators to properly operate and maintain all operable equipment.

34-2 Execution

34-2.01 Adjusting

Contractor shall adjust any and all operating product and equipment to ensure smooth and unhindered operation to the satisfaction of the District.