



RESERVED (RECORD DRAWINGS CHECKLIST)



RESERVED
(PERMANENT STORMWATER CONTROL MEASURES CHECKLIST)



CONSTRUCTION ACCEPTANCE CHECKLIST

The following checklist is a non-exhaustive list of items that PWN and other City Departments look for at the time of Construction Acceptance (CA) for Developer Projects. This list is to be used as a reference only. The items listed below may change on a case-by-case basis based on project specifics and requirements in the Public Improvement Agreement.

REQUIREMENTS

C = Complete I = Incomplete N/A = Not Applicable

A. Construction Acceptance General

C	I	N/A	Requirement
			1. Request from developer
			2. Punch List items / CA Denial Letter
			3. Issue CA
			4. Release security

B. Final Submittal – City of Longmont Planning

C	I	N/A	Requirement
			1. Common Area Landscaping
			2. Common Area Securities required prior to CA
			3. Homeowner Association Articles of Incorporation filed with State
			4. Recorded copy of covenants
			5. Copy of Design Guidelines
			6. Written verification of developer complies with private lot landscaping standards.
			7. Weed management for site area and landscaping
			8. Defects for all plant materials, landscape materials, workmanship and other appurtenances addressed per Section 605.08

C. Public Works Arterial ROW Landscaping

C	I	N/A	Requirement
			1. Concrete bike path
			2. Arterial ROW Landscaping - grading, plants, sod
			3. Arterial ROW Irrigation - pressure test, operation test
			4. Primary Greenway Landscape
			5. Primary Greenway Irrigation
			6. Irrigation Record Drawings: electronic and paper copy, any turn-over items

D. Public Works Water / Wastewater

C	I	N/A	Requirement
			1. Water mainline - looped & tested, valves, services, hydrants, trace wire (certified tested by Developer)
			2. Sewer mainline - services, manholes, testing, cleaning, camera
			3. Trench / repairs - compaction testing paving
			4. Irrigation Vaults set with meter and backflow

E. Public Works Streets and Drainage

C	I	N/A	Requirement
			1. Overlot Grading
			2. Paving, compaction testing
			3. Concrete sidewalk, curb & gutter, compaction, testing
			4. Storm Sewer Structures, mainline, laterals, manholes, testing
			5. Sand Filter (with detention) - grading, certification, restoration



CONSTRUCTION ACCEPTANCE CHECKLIST (CONTINUED)

C	I	N/A	Requirement
			6. Underground BMPs
			7. Signals, signs, striping and pavement marking
			8. Underdrain Certification
			9. Infrastructure Permit required for UD collection system in the public ROW
			10. Record drawings, electronic file and Mylar

F. LPC

C	I	N/A	Requirement
			1. Trench Repair, compaction testing
			2. Cable/conduit, routing, tracer wire
			3. Ground Sleeve, compaction, elevation, level
			4. Street Light Pole, compaction, plumb
			5. Payments, materials, close-out
			6. As-built drawings, trench line, equipment locations



FINAL ACCEPTANCE CHECKLIST

The following checklist is a non-exhaustive list of items that PW and other City Departments look for at the time of Final Construction Acceptance (FA) for Developer Projects. This list is to be used as reference only. The items listed below may change on a case-by-case basis based on project specifics and requirements in the Public Improvement Agreement.

REQUIREMENTS

C = Complete I = Incomplete N/A = Not Applicable

A. Final Acceptance – City Staff

C	I	N/A	Requirement
			1. Request from developer
			2. Punch List items / FA Denial Letter
			3. Coordinate Sewer camera inspection w/ Operations
			4. Concrete and asphalt inspection w/ Construction Inspection
			5. Drainage Certification and state infiltration information
			6. Coordinate Permanent Stormwater Control permitting with Stormwater Engineer
			7. Coordinate Private Improvements with Planning
			8. Issue FA
			9. Record FA

B. Final Acceptance – Developer / Contractor

C	I	N/A	Requirement
1. Storm Drainage			
			1. Check condition of inlets: no cracks, grout still in place, and cleaned out. Concrete adjacent to inlets not settled.
			2. Check pipes: clean and video, Infor link sent to City Project Manager.
			3. Check sewer manholes: cleaned and all grout in place or repaired.
			4. Check detention ponds: inlet and outlet structures must be clean, trickle channels must be clean and have no growth blocking the path to outlet.
			5. Check all trickle channels on site for condition and repair.
2. Concrete			
			1. Check all sidewalks curb and gutter, driveways, concrete alley ways, aprons and all other concrete in the right of way.
			2. Replace all concrete that is cracked, chipped, offset, settled, broken and replace or repair spall areas as needed.
3. Streets			
			1. Check all areas for patching. Prepare and edge mill for top lift paving.
			2. Manholes and valve boxes must be raised to final grade and top lift paving completed.
			3. Check striping on streets, parking stalls, stop bars and cross walks, or items called out on the project striping plan for completion.
			4. Check for visual obstructions to signs and remove obstruction if necessary.
			5. Check that all signs are installed according to the MUTCD and are in good condition.
4. Water			
			1. Fire hydrants need to be painted with City approved paint.
			2. Fire hydrants height needs to be adjusted to 20" from center of pumper nozzle to finished grade.
			3. Valve boxes need to be straight and centered on the valve nut.
			4. Valve boxes need to be adjusted to flush or 1/4 inch below finished asphalt grade.



FINAL ACCEPTANCE CHECKLIST (CONTINUED)

C	I	N/A	Requirement
			5. Valve lids are required to be smooth concrete and knobby in asphalt.
			6. Tracer wire stations need to be in place and hooked up. Inspector to verify all utilities are traceable.
			7. All valve boxes need to be clean of dirt and debris.
			8. All curb stops need to be to grade.
			9. All water locations need a W placed at the back of concrete curb and gutter after replacement of broken curb and gutter or curbwalk.
5. Sewer			
			1. Contact the City of Longmont Water/Wastewater Division to have final video inspection of sewer main performed one month prior to requesting inspection for final acceptance.
			2. Adjust all manholes flush to 1/4 inch below final asphalt grade.
			3. Check that all manholes lids are centered over the opening in the manhole.
			4. Check that rubber-neck is trimmed flush with the inside of the manhole at all joints.
			5. Check for visible leakage in manholes and repair as needed.
			6. Check for missing steps in manholes and replace as needed.
			7. All sewer locations need an S placed at the back of concrete curb and gutter after replacement of broken curb and gutter or curbwalk.
6. Landscape & Irrigation			
			1. Weed management for site area and landscaping
			2. Completion of coverage for seeding areas per Section 603.08
			3. Full coverage for sodded areas per Section 604.08
			4. Defects for all plant materials, landscape materials, workmanship and other appurtenances addressed per Section 605.08