



Project Acceptance Check List

This list is supplied for informational purposes only and shall not be construed as to the full list of items that may or may not be needed to deem the project acceptable. It is the Owner's full responsibility to verify all conditions have been met to receive acceptance. The City will issue a Letter of Acceptance upon satisfactory receipt of all pertinent items.

- 1 Two (2) Print sets of Record Drawings, signed and sealed by the Engineer of Record
- 2 One (1) compact disc containing the conformed Record Drawings, in AUTOCAD 14 or higher format and .pdf format
- 3 Certifications of Completion from all Regulatory Agencies (i.e. FDEP, SJRWMD, FDOT, Lake County, etc.)
- 4 Recorded easement documents
- 5 Performance Bond or other approved surety OR Certificate of Completion
- 6 Maintenance Bond in the amount of 20% of all contributed assets, **with a duration of two years from date of public infrastructure acceptance.** Bond shall be accompanied by a letter prepared, signed, sealed and dated by the Engineer of Record documenting the Bond amount
- 7 Copies of all approved testing results (i.e. pressure test, air test, lamping, mandrel, densities/compaction, copy of sanitary sewer videotape, etc.)
- 8 Bill of Sale for all property, infrastructure and other goods to be owned and maintained by the City (sample attached)
- 9 Letter of Certification of Completion for the entire project signed and sealed by the Engineer of Record
- 10 Approved Final Inspection Report from Chief Engineering Inspector
- 11 Letter of Certification from Surveyor (if applicable)
- 12 Completion Bond for incomplete work (as allowed at City's sole discretion)
- 13 Letter to SJRWMD certifying completion of permitted work
- 14 Certification of backflow prevention devices (Not lift station)
- 15 Certification of backflow prevention device for lift station

Note: Forward all Performance Bonds and Maintenance Bonds to Robert Holland, Utilities Director.