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|  | STATE OF COLORADOOFFICE OF THE STATE ARCHITECT STATE BUILDINGS PROGRAMS PRE-ACCEPTANCE CHECKLIST\* | | | |
| Institution or Agency: | | UNIVERSITY OF COLORADO COLORADO SPRINGS | Final Punch List Date |  |
| Architect/Engineer: | |  | | |
| Contractor: | |  | | |
| Project No./Name: | |  | | |
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After Contractor is satisfied that work is complete as per Notice of Substantial Completion Punch List, a date for final review is established. Architect/Engineer inspection is made with Contractor(s) and Principal Representative and State Buildings Programs (SBP) present. Forms are processed as required.

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|  | DATE  COMPLETED | A/E SIGNOFF | REMARKS | |
| 1. The Notice of Approval of Occupancy/Use has been fully executed. |  |  |  | |
| 1. Schedule for corrections, deficiencies, and items to be supplied are established by Contractor. |  |  |  | |
| 1. Final Change Orders are processed (work must be completed prior to Notice of Acceptance). |  |  |  | |
| 1. Punch list work is complete and accepted. |  |  |  | |
| 1. Permanent keying, keys and keying instructions have been performed. |  |  |  | |
| 1. Extra materials as per specifications are delivered to Principal Representative. |  |  |  | |
| 1. As-built drawings have been submitted to Architect/Engineer. |  |  |  | |
| 1. Guarantee/Warranty documentation requirements are met. |  |  |  | |
| 1. Five Most Costly Goods form is completed by Contractor and received. |  |  |  | |
| 1. Removal of Contractor’s temporary work including cleanup and debris removal. |  |  |  | |
| 1. State personnel are instructed in system and equipment operations as required by contract. |  |  |  | |
| 1. All Instructions, manuals, guides, and charts have been transmitted to Principal Representative. |  |  |  |

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| Architect/Engineer | Date |  | Contractor | Date |
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| State Buildings Programs  (or Authorized Delegate)  Carolyn Fox, R.A. | Date |  | Principal Representative  (Institution or Agency)  Carlos Garcia, Interim VCAF, Principal Rep. | Date |