

**ENGINEERS FINAL INSPECTION AND NOTICE OF SUBSTANTIAL COMPLETION**

DATE \_\_\_\_\_ THEA PROJECT NUMBER \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

FACILITY or DESIGNATED PORTION NAME: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

The date of Substantial Completion of the Work is defined as the date certified by ENGINEER when the construction is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the designated work for which it is intended.

The Date of Substantial Completion shall be determined when CONTRACTOR provides notification to ENGINEER, in writing, that the Total Project or a specifically designated portion thereof, is completed and available for Engineer's inspection. CONTRACTOR and Engineer's Representative shall have prepared a Punch List in advance of CONTRACTOR's notification for inspection to ENGINEER. The ENGINEER shall approve the Punch List separately and shall inspect the completed project within seven (7) days of receipt of notification. ENGINEER shall notify CONTRACTOR, in writing, of any deficiencies that prevents the Work from being accepted as complete. Upon correction of any noted deficiencies, ENGINEER shall re-inspect The Work and CONTRACTOR and ENGINEER shall mutually agree, in writing, upon the Date of Substantial Completion.

ENGINEERS INSPECTION RESULTS:

\_\_\_\_\_  
\_\_\_\_\_

(Continue on additional pages as required)

ENGINEER has inspected the above-referenced facility and finds the Work to be adequately completed to permit OWNERS occupancy and use of the facility. Substantial Completion is given on condition that CONTRACTOR complete all of the Punch List items within \_\_\_\_\_ calendar days of the agreed upon date of Substantial Completion (Punch list items to be complete by end of business on \_\_\_\_\_). It is agreed by both parties that failure to complete all of the Punch List items within the allotted time shall result in liquidated damages being assessed to CONTRACTOR at the rate of \_\_\_\_\_ per calendar day (one-half the rate of Liquidated Damages assessed for Contract Completion) for each and every calendar day Punch List items remain not completed beyond the previously established date for completion of the Punch List.

The agreed upon Date of Substantial Completion is: \_\_\_\_\_.

Signed \_\_\_\_\_  
THEA Operations Director

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
THEA Design Engineer