

Guidance for

Construction Inspections

for

State Revolving Fund projects

Once construction begins on a project, inspections will be made periodically - usually monthly - until all construction has been completed. The inspection will be conducted by an DEQ engineer and may include other staff as necessary. Inspections will be scheduled in advance and every attempt will be made to select a standardized day (e.g. the second Wednesday of each month) that is convenient for all parties to attend. Participants that might wish to attend include representatives from the system owner, consulting engineering firm, resident inspector, and prime contractor. The purpose of the inspection and items typically observed during an inspection include the following:

- Adequacy of engineering supervision and resident inspection.
- Conformance of construction with the approved plans and specifications, including any approved addenda and change orders.
- Progress of construction and adherence to construction schedules.
- Protection and storage of delivered equipment.
- Conformance with federal or program requirements (e.g. civil rights and equal employment opportunity laws).

In the event that any discrepancies are observed, these will be included in the inspection report sent to the system owner. Please note that DEQ staff will on no account give any directions or instructions to contractor personnel, consultants, or resident inspectors. Correction of discrepancies is solely the owner's responsibility. If a discrepancy is significant or serious the owner may be advised that payment for that portion of the work will be withheld until the discrepancy is corrected.

When change orders are proposed or anticipated, the DEQ engineer will verify the conditions that make a change order necessary.

After construction is completed a final inspection will be performed. The final inspection performed by the DEQ engineer is not intended to replace the final inspection performed by the consulting engineer or resident inspector. That inspection should be performed first and a punch list provided to the contractor before requesting a final inspection from DEQ. The DEQ engineer will not perform a final inspection until the

system owner certifies that the facilities are complete and in operation.

During the final inspection the DEQ engineer will verify that all components are in operation and are meeting design criteria, and that the completed project is in conformance with approved plans and specifications, addenda, and change orders. A punch list detailing any discrepancies will be provided to the system owner.

When all items on the punch list have been corrected, the DEQ engineer will return and verify that all items on the punch list have been cleared.

Any retainage withheld from progress payments during construction will be released when the final inspection is completed and a clear lien certificate is provided to indicate that there are no outstanding liens against the project.