

SECTION 01 77 00**CLOSEOUT PROCEDURES****1.1 CLOSEOUT PROCEDURES****A. Punch List and Substantial Completion:****1. Punch List:**

- a. The Contractor shall give a minimum of three (3) weeks' written notice of the date on which they propose punch listing to begin.
- b. Work shall be considered ready for Architect's punch list when all elements of work are in place and serving as intended, and after Contractor's punch list has been established.

2. Substantial Completion:

- a. Contractor shall advise Architect and Dartmouth PM in writing a minimum of ten (10) calendar days in advance of the projected date of Substantial Completion.
- b. Final inspection shall be performed when punch list items are rectified. Contractor shall provide Architect and Dartmouth PM with copies of complete punch list marked to indicate items which are completed in his estimation. Architect shall perform final inspection, the report for which will serve as basis for determining final retainage at time of Substantial Completion.

B. Certificate of Occupancy:

1. Contractor shall obtain and submit Certificates of Occupancy to Dartmouth PM, as well as all other certificates required by Federal, State, or Town law.

C. Final Project Clean Up:

1. Contractor shall provide for the final clean up of phases of project at completion of each phase. The project shall be prepared for occupancy of each phase by a thorough final cleaning throughout by Contractor, including washing, or cleaning by other approved methods, all surfaces on which dirt or dust has collected and by washing all glass on both sides. Glass shall be washed and polished by window cleaning Contractor specializing in such work. This cleaning shall be done when and as directed by Architect. Re-cleaning will not be required after work has been inspected and accepted unless later operations of Contractor, in opinion of Architect, make re-cleaning of certain portions necessary.
2. Upon completion of all work, the Contractor shall remove from the vicinity of work all plant, rubbish, concrete forms, unused and other materials belonging to him or used under its direction during construction or impairing the use or appearance of the property and shall restore such areas affected by the work to their original condition or as required by Architect.

3. If the Contractor does not complete final clean-up as required in timely manner, the same shall be performed by others under the college's direction and at the expense of the Contractor. The cost of this work will be deducted from the Contractor's final payment.

END OF SECTION 01 77 00