



# CITY OF LAREDO

## ENGINEERING DEPARTMENT

### PROJECT ACCEPTANCE CHECKLIST REQUIREMENTS

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

DEVELOPER \_\_\_\_\_

ENGINEER \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_ DATE REVIEWED: \_\_\_\_\_

Below are the items that have been received and reviewed, according to the package submitted by the Consultant Engineer of record.

**PLEASE NOTE:** All items are required by the City of Laredo Engineering Department, where applicable for Final Acceptance.

REQUIRED ITEMS						SUBMITTED					
Items below are required for all projects						YES	NO				
Engineering Completion Report <b>(Original)</b>											
Affidavit from the owner to the City of Laredo <b>(Original)</b>											
Warranty letter from Owner to the City of Laredo <b>(Original)</b>											
<b>ALL ITEMS TO BE INCLUDED IN A USB DRIVE</b>											
Make selection where applicable according to project						SUBMITTED					
						YES	NO	N/A			
AEP Street Light Layout											
Conduit Crossing Plan											
Concrete Monuments											
Address Plan											
As-Built Plan (Mylar Copy) & USB Drive or CD Copy											
Provide list of Field changes & revisions											
LOC/Trust Agreement Request for release											
All Testing Reports PDF file in USB Drive											
Standard Maintenance Monitoring Agreement											
Please specify if:	Commercial	Recorded Doc#	VOL.		Pg #						
	Residential	Recorded Doc#	VOL.		Pg #						
INTERNAL USE											
Acceptance Letters	Fire	YES	No	Env.		YES	No				
	Traffic	YES	No	Utilities		YES	No				
OTHER ITEMS											
Pre-Final signed-off (assigned inspector)							YES	No			
Overtime fees & other fees paid							YES	No			

COMMENTS:

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