



DEVELOPMENT COMPLETION PACKET

This packet contains the following (all items to be submitted electronically):

1. General Punch List Items
2. Affidavit of Payment of Subcontractors
3. Two-Year Warranty for Installation & Workmanship
4. Certificate of Acceptance
5. Maintenance Bond

The following forms are being submitted for review for a final fully executed Certification of Acceptance, (please check):

Y N N/A

- A. Certificate of Acceptance form
- B. Punch List Items form with approved City signature(s)
- C. Notarized Affidavit of Payment of Subcontractors, Material Suppliers and Claims in Full form
- D. Notarized Two-Year Warranty & Workmanship form
- E. Engineer's Concurrence Letter
- F. Two-Year Maintenance Bond as per UDC Section 2.9.10.G.2 for all public improvements (**original** must also be provided)
- G. Copy of final invoice for total construction cost to support bond total
- H. Materials testing material information and/or manuals
- I. Springs Hill Water Supply Acceptance letter (If applicable)
- J. Fire Hydrant Flow test results
- K. Final record drawings (as-builts) approved by the **Engineer of record**. "Record Drawings" or similar note required on plans. Electronic (PDF) copies only. **Please provide shapefile data in NAD 1983 State Plane Texas South Central FIPS 4204 Ft.**

*Items A thru K shall be submitted as one (1) submittal to: **Matt Pekar - mpekar@seguintexas.gov** and **Pam Herrera - pherrera@seguintexas.gov**. Upon review, a final Certificate of Acceptance will be provided to Owner/Developer with approved City signatures.*

Engineer

Date

Allow 5-10 business days for packet to be reviewed and receipt of Certificate of Acceptance