

2007 Field Review Project Closeout

Upon completion of the project, the facility administrator/legal applicant has the primary responsibility to ensure all documentation/information is submitted to OSHPD. Requirements from the project specification relating to the final inspections and project close out should be reviewed for items that may be required in addition to the items listed here. OSHPD shall schedule a final inspection of the work after the receipt of the responsible Architect's or Engineer's statement that the work is completed.

Final approval shall be confirmed by a letter sent by OSHPD to the Department of Health Services with a copy to the applicant. The letter shall state that the work has been constructed in accordance with the California Building Standards Code, Title 24, California Code of Regulations.

- | <u>CHK</u> | <u>N/A</u> | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Architect or Engineer of Record has sent a letter to OSHPD stating construction is complete or substantially complete. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Punch lists completed and all work has been completed in accordance with the approved construction documents. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. All addenda, plan review comments, deferred approvals, bulletins and change orders have been approved by OSHPD. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. The work is complete, all punchlist corrections and items identified by the Inspector of Record, Architect, Engineers, Owner's representatives and OSHPD representatives have been completed in accordance with the approved construction documents. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Test, Inspection and Observation program completed and approved by the OSHPD field staff. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Completed TIO program submitted to OSHPD Office. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Test and inspection affidavits, final report filed with OSHPD. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. All records maintained by the IOR have been submitted to OSHPD. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. As built or record drawings completed, approved by the Architect or Engineer of record and delivered to the Owner |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Clearances/approvals obtained from other agencies - may include: <ul style="list-style-type: none">a. Boilers/pressure vesselsb. Elevatorsc. Food serviced. Generatorse. Heliports/helistopsf. Pharmacy Boardg. Public worksh. Radiation shielding |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Final written approval issued by the OSHPD District Structural Engineer (DSE) for H and I projects on a field visit report. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Final written approval issued by the OSHPD Fire/Life Safety Officer (FLSO) on a field visit report. |

- 13. Final written approval issued by the OSHPD Compliance Officer (ACO) on a Construction Final field report.
- 14. Owner has submitted final cost and paid fees to OSHPD.

NOTE:

The purpose of this list is to reduce oversights and to achieve minimum levels of uniformity and completeness. The use of this reminder list does not constitute a complete plan review. Compliance with all items on this list does not necessarily assure compliance with all provisions of the applicable codes and standards. This reminder list should be used only by persons with a comprehensive knowledge of the applicable codes and standards.