|  |  |  |  |
| --- | --- | --- | --- |
|  | STATE OF COLORADOOFFICE OF THE STATE ARCHITECT STATE BUILDINGS PROGRAM NOTICE OF SUBSTANTIAL COMPLETION | | |
| Date of Substantial Completion: | | |  |
|  | | | Date to be inserted by the Principal Representative |
| Institution/Agency: | | University of Colorado Boulder | |
| Project No./Name: | |  | |
|  | | | |

### TO:      , Project Manager

University of Colorado Boulder

Department of Facilities Management

Campus Box 453 UCB

Boulder, CO 80309-0453

### (Principal Representative)

And

(Contractor)

This is to advise you that the Work has been reviewed, inspected and determined, to the best knowledge, information and belief of the Architect/Engineer, to be substantially complete as of the date noted above in accordance with the criteria outlined in Article 41 of The General Conditions of the Contract in SC-6.23 and SC-8.1 or Article 41 in SC-6.51 and the Specifications, including without limitation a) suitable for occupancy, b) inspected for code compliance with Building Inspection Records signed by code officials for the State, c) determined to be fully and comfortably usable, and d) fully cleaned and appropriate for presentation to the public.

A punch list of work to be completed, work not in compliance with the Drawings or Specifications, and unsatisfactory work is attached hereto, along with the Contractor’s schedule for the completion of each and every item identified on the punch list specifying the Subcontractor or trade responsible for the work, and the dates the completion or correction will be commenced and finished within any period indicated in the Agreement for punch list completion prior to Final Acceptance.

Except as stated on the reverse side of this Notice of Substantial Completion, all manufacturers’ warranties, other special warranties and the Contractor’s one-year obligation to perform remedial work, shall commence on the Date of Substantial Completion noted above.

This Notice of Substantial Completion shall be effective and establish the Date of Substantial Completion only when fully executed by the Contractor and the Principal Representative. The Principal Representative accepts the Work as substantially complete as of the Date of Substantial Completion herein noted. The Contractor agrees to complete or correct the Work identified on the attached punch list and to do so in accordance with attached punch list completion schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | |  |  | |
| Architect/Engineer | Date |  | Contractor | Date |
|  | |  |  | |
|  | |  |  | |
| State Buildings Program  (or Authorized Delegate) | Date |  | Principal Representative  (Institution or Agency) | Date |

The responsibilities of the Principal Representative and the Contractor for security, maintenance, heat, utilities, and insurance shall be as specified in the Contract Documents or as otherwise hereafter noted:

Exceptions, if any, to the commencement of warranties shall be:

The attached final punch list consists of       pages, and the attached Contractor’s schedule showing the dates of commencement and completion of each punch list item consists of       pages.

When completely executed, this form shall be sent to the Contractor and the Principal Representative with a copy to State Buildings Program.