

FINAL ENGINEERING CLOSEOUT PACKAGE CHECKLIST

Project Name:	
Permit No(s):	

PLEASE NOTE: FINAL AB'S MUST BE APPROVED PRIOR TO THE 1ST SUBMITTAL OF CLOSEOUT PACKAGE

SUBMITTAL INSTRUCTIONS:

- Please include a copy of this checklist with your closeout submittal package.
- Items are required to be submitted on Flash Drive or CD in PDF format unless otherwise noted.
- Electronic files not submitted in the correct format will be returned as incomplete.
- All electronic files must be labeled with the **Development Name** (include phase or parcel) and **the date** the electronic file was created.
- Place applicable items in subfolders as listed below. (Reports, Documents).

ELECTRONIC COPIES

[ONE (1) Flash Drive or CD (PDF format only) of the applicable items listed in this section]

- REPORTS (Signed Copy with all amendments and approved changes)

- | | | |
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| <input type="checkbox"/> Environmental Site Assessment Report | <input type="checkbox"/> Geotechnical Report | <input type="checkbox"/> Traffic Report |
| <input type="checkbox"/> Drainage Report | <input type="checkbox"/> Sewer Report | <input type="checkbox"/> Water Report |

- DOCUMENTS

- All physical construction test results (compaction, concrete, asphalt, soils, etc)
- 911 Map (CAD file)
- Streetlight locations (excel spreadsheet - include northing and easting location, APS pole number)
- Sewer Inspection Video (City of Buckeye Sewer Only)
- Retention Basin Capacity Certifications
 - Certified by a registered surveyor or engineer for all retention basins. The certification should reference the volume in cubic feet referenced in the drainage report; a sketch of the as-built basin; calculations of the as-built volume in cubic feet; percolation certification on the basin and all drywells to show basin dry up time is within 36 hours (per the DM500.)
- As-Built certification letter in lieu of surveying (as-building) all top of curb elevations at lot lines on the grading plans
- As-Built certification letter in lieu of surveying (as-building) all top and bottom of retaining wall elevations
- Private Water Company serving the project approval letter
- Private Sewer Company serving the project approval letter
- Approval of Construction (AOC) from all other agencies (CAP, SRP, etc)
- Maricopa County Department of Transportation ROW approval letter
- MID/SLID (Staff to verify)
- Private Water approved as-builts (full size set, hard copy)
- Private Sewer approved as-builts (full size set, hard copy)