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**ENGINEERING DEPARTMET**

**CHECK LIST FOR**

[ ]  **IMPROVEMENT SECURITY RELEASE**

[ ] **ACCEPTANCE**

|  |  |
| --- | --- |
| Project No./Map No. |  |
| Project Name/Description |  |
| Location |  |
| City Project Engineer |  |
| City Public Works Inspector |  |
| Applicant/Developer |  |
| Submitted on |  |

|  | **Items to be completed/provided to the City prior to Improvement Security Release or Acceptance** | **Completed** | **N/A** | **Comment** |
| --- | --- | --- | --- | --- |
| **1** | **GENERAL** |  |  |  |
| **1.1** | All items in the Conditions of Approvals of this project completed |[ ] [ ]   |
| **1.2** | Legal documents recorded (check all that apply)[ ]  Easement/Dedication[ ]  Lot Line Adjustment[ ]  Certificate of Compliance[ ]  Vacation[ ]  Final/Parcel Map[ ]  Private Agreement[ ]  Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **1.3** | Street centerline ties approved |[ ] [ ]   |
| **1.4** | Monuments set |[ ] [ ]   |
| **1.5** | Infrastructure exhibit submitted (sample attached) |[ ] [ ]   |
| **1.6** | Fees Paid (check all that apply)[ ]  In-lieu Fees[ ]  Permit Fees[ ]  Delta Plan Check Fees[ ]  Delta Inspection Fees[ ]  Development Impact Fees[ ]  Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **1.7** | Warranty Bond submitted (or 10% of Performance Bond retained) |[ ] [ ]   |
|  |  |  |  |  |
| **2** | **STREET** |  |  |  |
| **2.1** | All street improvements constructed per approved plans and final field inspection accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **2.2** | Overhead utilities[ ]  Undergrounded[ ]  Relocated |[ ] [ ]   |
| **2.3** | Record drawings (pdf) for street improvements submitted |[ ] [ ]   |
|  |  |  |  |  |
| **3** | **TRAFFIC/TRANSPORTATION** |  |  |  |
| **3.1** | All traffic signal improvements constructed per approved plans and Traffic Signal System activated by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **3.2** | Spare parts, manuals, certificates, and warranties provided on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **3.3** | All signing and striping improvements constructed per approved plans and accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **3.4** | All streetlight improvements constructed per approved plans and accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **3.5** | All trail improvements constructed per approved plans and accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **3.6** | Streetlight electrical account transferred to the City (Developer to submit a current SCE bill for streetlight power) |[ ] [ ]   |
| **3.7** | Record drawings (pdf) for the following improvements submitted[ ]  Traffic Signal[ ]  Signing and Striping[ ]  Streetlight |[ ] [ ]   |
| **3.8** | GIS data for the following items provided[ ]  Traffic Signal Improvements[ ]  Signing Improvements[ ]  Streetlight Improvements |[ ] [ ]   |
|  |  |  |  |  |
| **4** | **LANDSCAPE** |  |  |  |
| **4.1** | All construction items complete (i.e., mow curbs, erosion control, flat work) |[ ] [ ]   |
| **4.2** | All irrigation items complete (i.e., audit, controller charts, recycled water requirements) |[ ] [ ]   |
| **4.3** | All planting items complete (i.e., planting amendments, mulching, screening) |[ ] [ ]   |
| **4.4** | All tree items complete (i.e., proper planting, staking, mulching) |[ ] [ ]   |
| **4.5** | Plant establishment period begins on \_\_\_\_\_\_\_\_\_\_\_\_.After ninety (90) days from this date, the City will perform a final inspection of the CFD landscape. |[ ] [ ]   |
|  |  |  |  |  |
| **5** | **SEWER** |  |  |  |
| **5.1** | All sewer improvements constructed per approved plans and final field inspection accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **5.2** | Record drawings (pdf) for sewer improvements submitted |[ ] [ ]   |
| **5.3** | CAD files for sewer improvements provided (if not included with Record Drawings) |[ ] [ ]   |
|  |  |  |  |  |
| **6** | **WATER** |  |  |  |
| **6.1** | All water improvements constructed per approved plans and final field inspection accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **6.2** | Irrigation meter account transferred to the City for City-maintained landscape areas (Developer to submit a current SCE bill for irrigation power) |[ ] [ ]   |
| **6.3** | Record drawings (pdf) for water improvements submitted |[ ] [ ]   |
| **6.4** | CAD files for water improvements provided (if not included with Record Drawings) |[ ] [ ]   |
|  |  |  |  |  |
| **7** | **RECYCLED WATER** |  |  |  |
| **7.1** | All recycled water improvements constructed per approved plans and final field inspection accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **7.2** | Engineering Report (2 hard copies and 1 electronic copy in pdf format) approved by OMUC |[ ] [ ]   |
| **7.3** | Record drawings (pdf) for recycled water improvements submitted |[ ] [ ]   |
| **7.4** | CAD files for recycled water improvements provided (if not included with Record Drawings) |[ ] [ ]   |
|  |  |  |  |  |
| **8** | **STORM DRAIN** |  |  |  |
| **8.1** | All storm drain improvements constructed per approved plans and accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **8.2** | Video inspection passed |[ ] [ ]   |
| **8.3** | Record drawings (pdf) for storm drain improvements submitted |[ ] [ ]   |
| **8.4** | GIS data for storm drain improvements provided |[ ] [ ]   |
|  |  |  |  |  |
| **9** | **WQMP** |  |  |  |
| **9.1** | All WQMP improvements constructed per approved grading plans |[ ] [ ]   |
| **9.2** | WQMP approved |[ ] [ ]   |
| **9.3** | WQMP and Stormwater BMP Transfer, Access and Maintenance Agreement recorded |[ ] [ ]   |
| **9.4** | GIS data for WQMP improvements provided |[ ] [ ]   |
|  |  |  |  |  |
| **10** | **SPECIAL DISTRICTS** |  |  |  |
| **10.1** | CFD application submitted and CFD fees paid |[ ] [ ]   |
| **10.2** | CFD established |[ ] [ ]   |
|  |  |  |  |  |
| **11** | **FIBER OPTIC** |  |  |  |
| **11.1** | All fiber optic improvements constructed per approved plans and accepted by Engineering on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |[ ] [ ]   |
| **11.2** | Record drawings (pdf) for fiber optic improvements submitted |[ ] [ ]   |
| **11.3** | GIS data for Fiber Optic improvements provided |[ ] [ ]   |
|  |  |  |  |  |

I understand security/acceptance request with missing or incomplete items will be deemed incomplete and will cause delay in the process and might be rejected.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Date |  |
| Name |  |  |  |
| Title |  |  |  |
| Company |  |  |  |