# General

**RoD SPEC NOTE:** Use this Section to specify administrative processes associated with the attainment of closeout milestones at the completion of the Work.

## Summary

* + 1. The Work of this Section includes, but is not limited to the following:
       1. Inspection and review before takeover
       2. Final payment prerequisites
       3. Partial user occupancy
       4. Substantial Performance of the Work

**RoD SPEC NOTE:** Use the following article when CCDC 2-2020 is the Contract Delivery Method for the Project.

**RoD SPEC NOTE:** Delete the following article if any other Contract is used, until Ready-for-Takeover has been added to all CCDC Contracts.

## Ready-for-takeover

* + 1. The prerequisites to attaining Ready-for-Takeover of the Work are described in the General Conditions of the Contract.

**RoD SPEC NOTE:** The following paragraphs below indicate Ready-for-Takeover milestone. Use Ready-for-Takeover on CCDC 2-2020 Projects.

**RoD SPEC NOTE:** Revise “Ready-for-Takeover” to “Substantial Performance” in all instances below, when using a different Contract Delivery Method on the Project.

## Inspection and review before takeover

* + 1. Contractor's inspection: Before applying for the Consultant’s review to establish Ready-for-Takeover:
       1. Ensure that the specified prerequisites to Ready-for-Takeover milestone are completed.
       2. Conduct an inspection of the Work to identify defective, deficient, or incomplete Work.
       3. Prepare a comprehensive and detailed list of items to be completed or corrected.
       4. Provide an anticipated schedule and costs for items to be completed or corrected.
    2. Consultant’s review: Upon receipt of the Contractor’s application for review, together with the Contractor’s list of items to be completed or corrected, the Consultant and the Contractor shall arrange a mutually satisfactory agreed date and time to jointly review the Work. The Consultant will advise the Contractor whether or not the Work is Ready-for-Takeover. Add additional items, if any, to the Contractor’s list of items to be completed or corrected. Provide the Consultant with a copy of the revised list.
    3. Maintain the list of items to be completed or corrected and promptly correct or complete defective, deficient and incomplete Work. The Contractor’s inspection and Consultant’s review procedures specified above shall be repeated until the Work is Ready-for-Takeover and no items remain on the Contractor’s list of items to be completed or corrected.
    4. When the Consultant determines that the Work has meet the Ready-for-Takeover requirements outlined in the Project Manual, the Consultant will notify the Contractor and the Owner in writing to that effect.

## Prerequisites to final payment

* + 1. After Ready-for-Takeover milestone has been achieved, and before submitting an application for final payment in accordance with the General Conditions of Contract, do the following:
       1. Correct or complete all remaining defective, deficient, and incomplete Work;
       2. Remove from the Place of the Work all remaining surplus Products, Construction Equipment, and temporary Work;
       3. Perform final cleaning and waste removal necessitated by the Contractor’s Work performed after Ready-for-Takeover, as specified in Section 01 74 00.

## Partial user occupancy

**RoD SPEC NOTE:** Coordinate the following article with Section 01 14 00.

* + 1. If partial Owner occupancy of a part of the Work is required before the date of Ready-for-Takeover of the entire Work of the Contract, the provisions of this Section shall apply, to the extent applicable, to that part of the Work that the Owner intends to occupy.

## Substantial Performance of the Work

* + 1. The prerequisites to, and the procedures for, attaining substantial performance of the Work, or similar such milestone as provided for in the lien legislation applicable to the Place of the Work, shall be:
       1. In accordance with the lien legislation applicable to the Place of the Work.

# Products – not used

# Execution – not used

End of section