

WALLER COUNTY ENGINEER'S OFFICE

Luke Fortkamp, P.E.
Assistant County Engineer

Inspection Punch-Lists

1. Contractors shall notify Waller County Engineering Department **48 hours prior to commencing construction, and a 48-hour notice is required for Punchlist work conducted, including Remove & Replacement of road surfaces.**
2. All notifications are to be sent to EngineeringInspection@wallercounty.us All notifications are to be sent as an invitation to a calendar event and are to be specific as to the date & time, what is to be conducted, street names, and stations of work to be inspected.
3. Timeline for completion of punch-lists:
Substantial Completion Punch-list items must be completed within 60 days from the date of Substantial Completion Inspection. A complete re-inspection and a new punch-list shall be required if punch-list items fail to be completed within 60 days.

Final Acceptance punch-list items must be completed within 120 days from the date of Final Completion Inspection. A complete re-inspection and a new punch-list shall be required if punch-list items fail to be completed within 120 days.

Mandatory Waller County Presence Inspections: The following inspections are required by Waller County on any Remove & Replacement of roadways.

Mandatory notification is required for items listed below.

- **Remove & Replacement of defective roadway**
 - Excavation Inspection (Natural ground densities) - Waller County Inspector is required to be present for Hole Inspection of 16" of excavation prior to placement of cement-stabilized sand.
 - Waller County Inspector is required to be present for rebar inspection.
 - Waller County Inspector is to be present for HMA excavation Inspection (Natural ground densities) - Waller County Inspector is required to be present for Hole Inspection of 16" of excavation prior to placement of cement-stabilized sand.

Mandatory Documentation to Waller County: The following documentation is required by Waller County for all punch-list item repairs. Documentation is to be submitted within 14 days of completion of punch-list items.

- Cement-stabilized sand tickets
- Concrete batch tickets
- On-site concrete material testing reports
- Lab reports on natural ground densities and cement-stabilized densities
- HMA material batch tickets
- On-site HMA material testing reports
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All documentation shall to be sent to fieldreports@wallercounty.us.

Failure to provide required documentation may entail additional Maintenance Bond coverage as determined by the County Engineer.

Sincerely,

Luke Fortkamp, P.E.
Assistant Waller County Engineer