

**WALLER COUNTY  
ENGINEER'S OFFICE**

**Luke Fortkamp, P.E.  
Assistant County Engineer**

**Road Acceptance Package Items Required**

The following items are required for Waller County to process for Substantial Completion into the 1 Year Road Maintenance Warranty Period. These items must be submitted prior to scheduling the completion inspection.

All documentation shall be sent to [fieldreports@wallercounty.us](mailto:fieldreports@wallercounty.us).

- **Road Log** – Excel file listing the Name of the road, Precinct, Location, Length in feet and miles with overall totals, Right-of-Way Width, Acceptance date & volume & page, Subdivision, Plat Recordation date & instrument No., Cost of construction, Comments. - <https://www.co.waller.tx.us/upload/page/0265/Road%20Log%20form%20SAMPLE.xlsx>
- **Material testing reports** for all concrete pours, cement stabilized sand batch tickets, densities, gradations and all cores.
- **As-Builts** – Required for final roadway acceptance package at substantial completion.
- **Lab Certification Letter** – Required for final roadway acceptance package at substantial completion.
- **Request for Final Inspection** - Required for final roadway acceptance package at substantial completion - <https://www.co.waller.tx.us/upload/page/0265/Request%20for%20Final%20Inspection%20Rev%2007202023.pdf>

Sincerely,



Luke Fortkamp, P.E.  
Assistant Waller County Engineer