

PROPOSED NEW POLICY



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MANAGEMENT SUPPORT

Acceptance of Completed Project

The district will follow all laws pertaining to liens and retainage relating to all public works projects. Those projects that are completed by the district maintenance staff are excluded from laws for liens and retainage.

For any contracted public works project, the district will not release final payment until the following items have been received (if applicable to the project):

- A. Completion of building commissioning;
- B. The architect's letter of inspection indicating that the work has been completed;
- C. Certification by the superintendent or designee that no liens have been filed on the project, or if liens have been filed, a certified list of the liens and their respective order of priority.

Public works contracts are not considered complete until action has been taken to accept the project as complete.

The district will follow its procedures and applicable state laws following acceptance of the project as complete to issue final payment to the contractor. This will be done no earlier than sixty (60) days following acceptance by the board, or receipt of all releases, whichever comes later.

Cross reference:	Procedure 6959P	Acceptance of Completed Project
Legal references:	Chapter 60.28 RCW WAC 392-343-080 WAC 392-344-067 WAC 392-344-075 WAC 392-344-147	Lien for labor, materials, taxes on public works Value engineering studies, constructability reviews, and building commissioning— Requirements and definition Building commissioning contracts Contracts—Filing Retained percentage law related requirements