



GETTING STARTED.....

FINDING WHAT YOU NEED.....

The Acceptance Process

Preparing for Construction Acceptance (into warranty), Broomfield requires the following items be submitted to the construction inspector to start the Construction Acceptance process:

STEP 1:

- [Request for Acceptance](#) - Submitted to Construction inspector
- 1 hard copy of Redline As-builts

STEP 2:

Once the Inspection Supervisor has notified the owner/developer that the punch list is complete the the following items shall be submitted to Broomfield Engineering at the following link, [Engineering Acceptance Submittals](#), with a follow up email sent to the responsible Broomfield Review Engineer notifying them of the upload.

- Copy of the Request for Acceptance submitted in Step 1
- Acceptance Form
- Certified Cost of Public Improvements
- Pond Volume Certification (As Needed)
- Final Certified (signed and stamped) Record Drawings in pdf format
- An unlocked AutoCAD digital copy of the Record Drawings. Confirm version acceptability with Broomfield's GIS Division. All sheets must be in AutoCAD format, exactly as printed, including all X-Refs and Image Refs. All files shall be tied to Broomfield's GPS network system), to be submitted to Engineering

Click on the [Construction Acceptance Forms](#) for the forms required for Construction Acceptance and a link to [Section 200](#) from the Standards and Specifications, which detail the Acceptance procedures and record drawing requirements.

A link is provided for the [Construction Acceptance Process Flow Chart](#) that summarizes the typical process.
