



# City of Monte Sereno

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**Below please find information general project completion and warranty information for the City of Monte Sereno's Street Pavement Improvement Project.**

The public can report defects on recently treated streets to [jessica@cityofmontesereno.com](mailto:jessica@cityofmontesereno.com) or through the [Report a Concern](#) page on the City's website.

## Project Schedule

The Contractor must submit a construction schedule before work begins, for approval by the City. The schedule will show the proposed order of work and the estimated time for completion of the major work items. There are a number of conditions that may affect the scope and progress of the work. Examples are: unsuitable weather conditions, unforeseen site conditions, inadequate equipment or workers, utility or survey delays, obstruction of work by others, or the need for additional work items not included in the contract.

## Project Inspection

During project construction City staff:

- Checks regularly with the Contractor's onsite representative to monitor the work schedule and address any problems or questions
- Verifies that the Contractor is using appropriate equipment and methods consistently throughout the project.
- Takes photographs or videotape the project as necessary to document construction progress, contractor damage, unusual conditions, or potential problems.
- Ensures that proper traffic control measures are in place and being maintained.

## Project Completion

When a project is substantially completed, City staff and the Construction Manager make a final inspection to verify that the final project conforms to the project plans and specifications and either accept the work or make a list of required corrections (the punch list). When all punch list items have been corrected and bonds have been received (see below) the project is accepted by the City Council and a certificate of completion is sent to the Contractor.

## Project Warranty

Any transportation improvement has two different types of bonds that are required. 1) Performance Bond - It guarantees that if the Contractor/Permittee is unable to construct or complete the project that the bonding company would work with the City to complete the project. 2) Warranty Bond - It warrants the materials and workmanship for a project for one (1) year from the date of recordation of the notice of completion.

Before the Warranty Bond expires, the City will complete a site visit of the project projects streets and assess their condition. Any problems found are documented. The City will work with the Contractor or the bonding company to make any necessary corrections.