**PROJECT APPROVAL AUTHORIZATION**

**PARTIAL UTILIZATION: (BENEFICIAL OCCUPANCY)**

Project:

SCO Identification Number:       Contract Completion Date:

Project Owning Agency:

Owning Agency’s Requester:       Date:

Designer’s Statement:

      (Designer’s Firm Name) provides information to the owner and the State Construction Office that the project has been evaluated and field inspected to assure that construction meets contract requirements for partial utilization and/or occupancy by the owning agency.

Designer’s Representative Name

Project Description:

Project Partial Utilization Description:

**BACK-UP DATA:**

**CONTRACTOR’S APPROVAL DOCUMENTS:**

General Construction Contractor’s Approval: Date       N/A

Electrical Construction Contractor’s Approval: Date       N/A

Mechanical Construction Contractor’s Approval: Date       N/A

Plumbing Construction Contractor’s Approval: Date       N/A

Sprinkler Installation Contractor’s Approval: Date       N/A

Asbestos Removal Contractor’s Approval: Date       N/A

Other:       Date       N/A

Other:       Date       N/A

Other:       Date       N/A

Certificate of Occupancy by Local Authority Having

Jurisdiction (Community College): Date       N/A

Beneficial Occupancy Inspection: Date       N/A

Beneficial Occupancy Punch List to be completed: Date       N/A

Owner’s Assumption of Responsibility for Maintenance,

Heat, Utilities, and Insurance:

Comments:

      Date       N/A

Established Date for Guarantees and Warranties.

Comments:

      Date       N/A

Consent of Surety: Date       N/A

Insurance Company Permitting Occupancy: Date       N/A

SCO Electrical Inspection (Certificate of

Electrical Completion): Date       N/A

Installer’s Fire Alarm System Record of

Completion (Certification) as required by

NFPA 72: Date       N/A

Installer’s Sprinkler System Material and Test

Reports as required by:

NFPA 13-(Sprinkler Systems) Date       N/A

NFPA 14-(Standpipe and Hose Systems) Date       N/A

NFPA 20-(Centrifugal Fire Pumps) Date       N/A

NFPA 22-(Water Tanks for Private Fire

Protection) Date       N/A

NFPA 24-(Private Fire Service Mains) Date       N/A

Other: SCO Approval Letter Sprinkler System Date       N/A

Engineer’s Approval of Battery Powered Emergency

Devices: Date       N/A

Engineer’s Approval Emergency and Standby Generator

NFPA 110 Tests: Date       N/A

Engineer’s Approval Electrical Serv Ground Test

Report: Date       N/A

Dept. of Labor Approval for Elevator: Date       N/A

Dept. of Labor Approval for Boiler & Pressure

Vessels: Date       N/A

Dept. of Agriculture Approval for Fuel Tanks: Date       N/A

Health Dept. Inspection and Acceptance for Use: Date       N/A

Domestic Water Test Report and Acceptance for Use: Date       N/A

Laboratory Hood Certification: Date       N/A

Engineer’s Approval of Test and Balance Report: Date       N/A

Engr’s. Verification Letter Fire Damper Operation: Date       N/A

Agreement & Means for Separation of Owner Occupied

Area from Construction Work Area: Date       N/A

Designer’s Inspection to Assure Life Safety

Construction involving Fire Protection Systems

(Fire Alarm, Sprinkler, etc.), egress, fire

rated walls and egress travel distances

are constructed in accordance with contract

documents: Date       N/A

Backflow Preventer Certification: Date       N/A

Engineer’s Approval Stair/Ramp Survey: Date       N/A

Engineer’s Approval Site Survey (DENR): Date       N/A

Metal Building Manufacturer’s Warranty: Date       N/A

Roofing Manufacturer’s Warranty:Date       N/A

Commissioning Engineer’s Approval:Date       N/A

Lightning Protection UL Master Label:Date       N/A

Special Inspector’s Final Report/Resolutions: Date       N/A

Designer’s Approval: Date:       Printed Name:

Owning Agency Approval: Date:       Printed Name:

SCO Approval: Date:       Printed Name: