

New Administration Offices for Hidalgo County Pct. 2 & Other County Offices
Pharr, Texas

PUNCHLIST FOR BUILDING B: HIDALGO COUNTY HEALTH DEPARTMENT AND BUILDING
C: WIC

Prepared by: Reynaldo Vargas, Architect, and Tomás René Canul , Project Manager

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**NOTE: FAILURE TO INCLUDE AN ITEM ON THE PUNCH LIST DOES NOT ALTER THE
RESPONSIBILITY OF THE CONTRACTOR TO COMPLETE ALL WORK IN ACCORDANCE WITH THE
CONTRACT DOCUMENTS.**

**I. It is the responsibility of the General Contractor to incorporate all defective
items noted on the TDLR Inspection Report (to be issued at a later time) by
the Registered Accessibility Specialist in order be in compliance with the
Texas Accessibility Standards.**

01700 CONTRACT CLOSEOUT

PART 1 - GENERAL

1.01 **DESCRIPTION** : In anticipation of the completion of construction operations, the contractor shall, in compliance with project specification preparation, coordination, assembly and subsequent transmittal of project documents and records to the Architect for review as on of the prerequisites for certification of substantial completion and final payment.

1.02 **PROJECT RECORDS AND DOCUMENT REQUIRED PRIOR TO SUBSTANTIAL COMPLETION** : The required project records and documents for submittal prior to achievement of substantial completion shall include, but not necessarily be limited, to the following list of items (4) copies of each (unless otherwise noted) bound in (3) three ring binders, with the Project name, Owner's name, Architect's name, and Contractor's name.

1. Provide a list of all sub-contractors and the major suppliers of materials for the project including their business address and telephone numbers, and contract person(s) for Warranty work.
2. Obtain and deliver to Architect, for delivery to Owner, all special tools necessary for maintenance, operation, or monitoring of equipment apparatus.
3. Obtain and deliver to Architect, all printed information regarding special treatment such as tile, glass, wall coverings, floor coverings, cabinets, countertops, woodwork, plastic/fiberglass/acrylic surfaces, hardware, plumbing fixtures, HVAC filter/equipment, and light fixtures.
4. Typewritten record of all tests made of materials, equipment and systems. All

such records shall state the date tests were conducted, and the names of all persons making and witnessing the tests, and citing unusual conditions relevant to the test. Documented tests shall include, but not be limited to the following:

- a. HVAC systems flow balancing charts, records and test reports.
 - b. Hot and cold water systems balancing and sterilizing charts, records and test reports including water heaters and element.
 - c. Complete electrical system test charts and reports.
 1. Power circuits
 - All power outlets
 - All GFI circuits
 - All circuit breakers
 - All equipment connections
 - All grounding systems
 2. Lighting Circuits
 - All interior lighting circuits and controls
 - All exterior lighting circuits and controls
 - All fixture mounting and connections
 - All emergency lighting
 3. Appliance and Equipment Circuits
 - Verify proper voltages
 - Verify proper operation
 - Test all equipment and appliances
 4. Fire alarm system tests
 5. Communication system tests
 - d. Doors, Hardware and Weather-stripping/operation test reports.
5. Manufacturer's printed instruction manuals describing operating, servicing, maintenance and repair of each item of equipment and apparatus, including a complete description of each item with all ratings, capacities, and characteristics along with full detailed parts lists including all numbered parts of each item.
 6. Written documentation indicating that the Owner has received all of the prescribed sessions of in-service training associated with systems, materials, equipment, maintenance, and procedures, including, but not limited to the following:
 - a. Plumbing Systems
 - b. Heating, Ventilating and Air Conditioning Systems
 - c. Electrical Systems
 1. Power

2. Lighting
 3. Fire Alarm
 4. Communication
7. Keys and key identification and written certification that all locks have been changed immediately prior to transmitting keys. All keys shall be transmitted to Owner at Substantial Completion. Owner shall disperse key(s) to Contractor to complete punch list.
 8. Warranties, Bonds, Guarantees, and Certifications.
 - a. General Contractor's 1 year Warranty
 - b. Termite Protection 5 year Guarantee
 - c. Roofing Contractor's 10 year Guarantee
 - d. Door Manufacturer's Guarantee(s)
 - e. Hardware Manufacturer's Guarantee(s)
 - f. Plumbing Contractor's Guarantee(s)
 1. General Guarantee
 2. Water Heater Guarantee(s)
 3. Fixtures and trim Guarantee(s)
 4. Special Equipment Guarantee(s)
 - g. HVAC Contractor's Guarantee(s)
 1. General Guarantee
 - h. Electrical Contractor's Guarantee(s)
 1. General Guarantee
 2. Panel and Equipment Guarantees
 3. Lighting Fixtures and Equipment Guarantee(s)
 4. Special Equipment Guarantee(s)
 - i. Hollow Metal Guarantee(s)
 - j. Toilet Partitions Guarantee
 - k. Specialties guarantee(s)
 - l. Kitchen Equipment, etc. Guarantee(s)
 9. Record / As built Drawings and Specifications (TWO SETS)
 10. Documents required by the General and Supplementary General conditions.
 11. Fire Chief/Marshall's inspection certificate
 12. Occupancy Permit
 13. Labels from all labeled doors, frames, assemblies, etc.
 14. Contractor's "punch list" of items to be completed
 15. Include Table of Contents with tabbed, rigid dividers between sections. Three

ring binders shall be white with clear plastic cover to receive front and side title information.

16. Such materials shall be included, by General Contractor, in a section entitled "**MAINTENANCE**".
17. Such test data shall be included within the 3-ring binder and within a section entitled "**TEST DATA**".
18. Such instruction manuals shall be included in the 3-ring binder and shall be entitled "**MANUALS**".
19. Such documentation shall be included within the 3-ring binder and within a section entitled "**IN-SERVICE TRAINING**".
20. Such key identification and documentation shall be included within the 3-ring binder and in a section entitled "**KEYS**".
21. Such warranties, Bonds, Guarantees and Certifications shall be included within separate sections within the 3-ring binder and shall be entitled "**BONDS**", "**CERTIFICATES**", "**GUARANTEES**".
22. Drawings shall be reduced to an 11" high height with width folded-in.
23. Sections shall each be tabbed and entitled with rigid dividers.

All above information is to be transmitted to Architect at one time prior to requesting substantial completion inspection.

1.03 **PROJECT RECORDS AND DOCUMENTS REQUIRED PRIOR TO FINAL PAYMENT**

The following project records and documents for submittal prior to final payment shall include, but not necessarily be limited to, the following list of items (4 copies of each):

1. General Contractor's written certification that all punch list items have been completed.
2. Certification of Contractor's affidavit of payment of debts and claims, AIA G706A.
3. Certification of Contractor's affidavit of release of Liens, AIA G706A.
4. Certificate of consent of surety company to final payment, AIA G707.
5. Documents required by the General and Supplementary General conditions.
6. Documents required by the General and Supplementary General Conditions.
7. Contractor's request for final payment.
8. Resolution of all allowances.

CLEANING UP: Leave all area in clean condition; remove from site all waste material, lumber, debris, etc. Glass windows to be thoroughly cleaned and washed, replace all broken glass.

BUILDING B: HIDALGO COUNTY HEALTH CLINIC

102 - Waiting Room

North Wall

- 647. Remove excess materials from top of vestibule 103 ceiling and conceal any visible components.
- 648. Remove dirt and excess material from clerestory windows.
- 649. Clean vinyl base.
- 650. Complete installation of lights.
- 651. Remove dirt and excess material from light fixtures.

East wall

- 652. Complete installation of lights.
- 653. Install face plate at empty j-box.
- 654. Clean all clerestory windows.
- 655. Remove dirt and excess materials from light fixtures.
- 656. Caulk gap between wall and light fixtures.
- 657. Complete installation of pass-thru window.

South wall

- 658. Clean aluminum entry doors and frame.
- 659. Install weatherstrip kit to provide water tight seal.
- 660. Clean vinyl base.

West wall

- 661. Clean Lexan window and hollow metal frame.
- 662. Caulk gaps where hollow metal frame and countertop shelf meet.
- 663. Repair wall below counter top shelf.
- 664. Reinstall face plate at light fixture.
- 665. Remove stains from wall above hollow metal frame.
- 666. Complete installation of ceiling leading to corridor 167.
- 667. Clean return air grille.
- 668. Install "fire extinguisher" label at cabinet.
- 669. Remove excess paint from electrical outlet.
- 670. Clean vinyl base.

103 - Vestibule

- 671. Clean drinking fountains and splash.
- 672. Remove paint from door bumpers.
- 673. Clean all vinyl base.
- 674. Clean doors and frames.
- 675. Remove paint from light lenses.
- 676. Install face plate at empty j-box.

104 - Women's

- 677. Clean all ceramic tile surfaces.
- 678. Clean all sanitary fixtures.
- 679. Install mirrors.
- 680. Remove materials from light fixtures.
- 681. Install correct light switch.
- 682. Clean door & frame.

105 - Men's

- 683. Clean all ceramic tile surfaces.
- 684. Clean all sanitary fixtures.
- 685. Install mirrors.
- 686. Replace light switch with new switch and face plate.
- 687. Adjust face plate and caulk gaps that exist.
- 688. Complete installation of light fixture.
- 689. Clean door and frame.

106 - Corridor

East wall

- 690. Clean vinyl base.
- 691. Clean door frames.
- 692. Paint wall around door frame.
- 693. Adjust misaligned ceiling grid.

South wall

- 694. Clean door frame.
- 695. Clean vinyl base.

West wall

- 696. Remove writing from wall adjacent to fire extinguisher cabinet.
- 697. Clean vinyl base.
- 698. Install "fire extinguisher" label at cabinet.

107 - Immunization Room

- 699. Repair portions of wall around millwork.
- 700. Clean all millwork surfaces.
- 701. Remove excess materials from drawers.
- 702. Adjust drawer hardware. (It's too hard.)
- 703. Caulk gap at backsplash and counter.
- 704. Clean sink and remove excess materials.
- 705. Clean R/A grille.
- 706. Complete installation of light fixtures.
- 707. Remove paint from door lite kit.
- 708. Clean all vinyl base.
- 709. Complete installation of light switch.

108 - Lab 2

- 710. Clean all millwork surfaces.
- 711. Clean sink and pass-thru fixtures.
- 712. Apply final finish to panels at sink knee space.
- 713. Adjust drawer hardware.
- 714. Caulk gap at backsplash and countertop.
- 715. Clean vinyl base.
- 716. Reinstall light fixture and connect to switch.
- 717. Install vinyl base.
- 718. Install missing ceiling tile.
- 719. Install hardware at pocket door.

109 Lab 2 Restroom

- 720. Clean all ceramic tile surfaces.
- 721. Replace broken light switch.
- 722. Install mirror.
- 723. Complete installation of light fixture.
- 724. Clean all sanitary fixtures.
- 725. Complete painting at edge of ceiling.

110 - Chase

- 726. Remove excess materials.

111 - Corridor

- 727. Install faceplate at electrical outlet.
- 728. Clean hollow metal frames.
- 729. Remove scratches from Lexan window.
- 730. Caulk gap where hollow metal frame and countertop shelf meet.
- 731. Repair wall beneath countertop shelf.
- 732. Clean countertop shelf.
- 733. Clean vinyl base.
- 734. Clean doors and frames.

112 - Receptionist

North wall

- 735. Clean all millwork surfaces.
- 736. Remove paint from wall at knee space.
- 737. Repair wall at electrical outlet.
- 738. Repair wall below pass-thru window.
- 739. Caulk gap where hollow metal frame and countertop meet.
- 740. Complete installation of Lexan window.
- 741. Complete installation of light fixtures.
- 742. Adjust all drawer hardware.
- 743. Adjust face panels of drawers to be aligned.
- 744. Remove scratches and markings from Lexan.

East wall

- 745. Remove excess paint from wall by door.
- 746. Clean vinyl base.
- 747. Remove paint from face plates.

748. Clean all hollow metal frames and doors.

South wall

749. Remove paint from all ceiling grid.

750. Caulk gap at ceiling grid and wall.

North wall

751. Clean all millwork surfaces and adjust all drawer hardware.

752. Caulk gaps at outlets.

113 - Clerk manager

North wall

753. Reinstall R/A grille.

754. Clean vinyl base.

East wall

755. Replace broken light switches.

756. Clean vinyl base.

South wall

757. Clean aluminum window frame.

758. Remove excess paint from wall at window sill.

759. Clean vinyl base.

West wall

760. Remove paint from electrical outlet.

761. Adjust vinyl base.

762. Clean vinyl base.

763. Install emergency battery pack.

114 - Mechanical

764. Remove excess paint from wall corners.

765. Clean all vinyl base.

766. Remove paint from face plates.

115 - Office

767. Remove paint from vinyl base.

768. Install missing door hinge.

769. Remove paint from face plates.

770. Clean aluminum window frames.

771. Clean wall at window sill.

772. Replace broken light switches.

773. Repair crack at wall corner and replace wall corner trim.

116 - Eligibility Specialist

774. Install face plate at empty j-box.

775. Remove excess paint from wall corners.

776. Clean vinyl base,

777. Remove paint from electrical outlet and face plate.

778. Clean door and frame.

117 - File Storage

- 779. Remove excess paint from wall corners.
- 780. Install missing ceiling grid.
- 781. Clean vinyl base.
- 782. Remove paint from face plates.
- 783. Clean door and frame.
- 784. Remove tape from ceiling tile.

119 - C.S.A.

- 785. Install R/A grille.
- 786. Remove and reinstall section of ceiling.
- 787. Remove paint from face plates.
- 788. Clean aluminum window frame.
- 789. Clean vinyl base.

120 - Custodial/Mechanical

- 790. Clean vinyl base.
- 791. Paint wall at roof drains.
- 792. Repair wall on strike side of door frame.
- 793. Remove paint from wall at door.
- 794. Clean door and frame.
- 795. Seal door penetration at exterior wall.
- 796.

121 Eligibility Specialist

- 797. Install missing piece of ceiling grid.
- 798. Clean aluminum window frame & glass.
- 799. Remove paint from outlet.
- 800. Clean door and frame.
- 801. Adjust gasket at window to be flush.
- 802. Clean vinyl base.

122 - Eligibility Specialist

- 803. Install missing piece of ceiling grid.
- 804. Clean vinyl base.
- 805. Clean aluminum window frame and glass.
- 806. Remove paint from floor.
- 807. Fix the lights that are not working.

123 - Lab 1 Restroom

- 808. Clean all ceramic tile surfaces.
- 809. Clean all sanitary fixtures.
- 810. Install mirror.
- 811. Repair light fixture.
- 812. Repair light switch.

124 - Exam Room #1

- 813. Clean all millwork surfaces.
- 814. Clean sink.
- 815. Clean vinyl base.
- 816. Remove paint from light lens.
- 817. Clean door and frame.

125 - Lab #1

- 818. Install missing ceiling tiles.
- 819. Clean all millwork surfaces.
- 820. Clean sink.
- 821. Apply wood finish to panels beneath sink at knee space.
- 822. Install missing vinyl base.
- 823. Install hardware at pocket door, and correct location of hole for strike.
- 824. Complete installation of light fixture.
- 825. Install "on" label on light switch.
- 826. Remove paint from face plate.
- 827. Infill void at base of millwork and wall.
- 828. Remove dirt and debris from top of cabinets.
- 829. Repair scratches on door frame.
- 830. Repair hole on pocket door frame.

126 - Clinician's Office

- 831. Adjust face plate at network j-box.
- 832. Clean all vinyl base.
- 833. Repair section of ceiling grid.
- 834. Remove paint from light lens.
- 835. Paint wall at j-box.
- 836. Clean all doors and frames.

127 - Telephone/Network

- 837. Paint block wall at hinge side of door.
- 838. Clean door and frame.
- 839. Install missing sections of ceiling grid.
- 840. Seal all floor penetrations.
- 841. Install "on" label at light switch.

128 - Exam Room #2

- 842. Paint portion of wall above cabinet.
- 843. Remove dirt and debris from top of cabinet.
- 844. Clean all millwork surfaces.
- 845. Remove paint from face plates.
- 846. Remove paint from light lens.
- 847. Clean vinyl base.
- 848. Repair wall at base of door frame.

Pharmacy Storage

- 849. Clean door and frame.
- 850. Clean vinyl base.
- 851. Repair hole in wall at j-box.
- 852. Finish painting block wall.

130 - Corridor

- 853. Remove paint from ceiling grid.
- 854. Install face plate at empty j-box.
- 855. Install weatherstrip kit at exterior door.
- 856. Repair damaged ceiling grid.
- 857. Remove paint from security panel.
- 858. Remove paint from face plates and j-box.
- 859. Clean all vinyl base.
- 860. Clean all doors and frames.
- 861. Remove paint from air diffuser.
- 862. Repair wall at door to Lab 1 - Restroom.
- 863. Install missing ceiling tiles.
- 864. Remove stains from wall at door to pharmacy storage.
- 865. Remove scratches from V.C.T. flooring.
- 866. Adjust vinyl base that is misaligned.

131 - Women's Restroom

- 867. Install mirror.
- 868. Clean all ceramic tile surfaces.
- 869. Clean all sanitary fixtures.
- 870. Replace broken light switch.
- 871. Install toilet paper dispenser and sanitary napkin disposal.
- 872. Complete installation of light fixture.

132 - Pipe Chase

- 873. Repair wall adjacent to light switch.
- 874. Remove excess materials from floor.

133 - Men's Restroom

- 875. Install mirror.
- 876. Install toilet paper dispenser.
- 877. Clean all ceramic tile surfaces.
- 878. Clean all sanitary fixtures.
- 879. Verify trap primer is not clogged.

135 - Electrical/Mechanical

- 880. Replace missing ceiling tiles.
- 881. Repair damage at exterior wall.
- 882. Clean door and frame.
- 883. Install return air grille.
- 884. Clean vinyl base.

136 - RN Room

- 885. Install R/A grille.
- 886. Remove paint from face plates.
- 887. Install missing ceiling grid.
- 888. Remove paint from walls.
- 889. Clean vinyl base.
- 890. Clean aluminum window frame and glass.
- 891. Clean door and frame.

137 - Corridor

- 892. Clean all doors and frames.
- 893. Clean all vinyl base.
- 894. Remove paint from all face plates.
- 895. Install label at fire extinguisher cabinet.
- 896. Install weather strip kit at exterior door.
- 897. Install face plate at empty j-box.
- 898. Caulk wall corner at furrouit.
- 899. Replace broken ceiling tiles.
- 900. Remove paint from all light lenses.

138 - RN Room

- 901. Install R/A grille.
- 902. Remove paint from light switch.
- 903. Clean vinyl base.
- 904. Remove paint from ceiling grid.
- 905. Clean door and frame.

139 - Electrical

- 906. Repair broken light switch.
- 907. Clean vinyl base.
- 908. Clean door and frame.
- 909. Repair ceiling grid.

140- Aide's Room

- 910. Install return air grille.
- 911. Clean aluminum window frame and glass.
- 912. Clean vinyl base.
- 913. Remove scuff marks from wall.

141 - LVN Room

- 914. Install R/A grille.
- 915. Clean door and frame.
- 916. Clean vinyl base.
- 917. Point top portion of block wall.
- 918. Remove paint from electrical outlet.

142 - Social worker

- 919. Clean aluminum window frame & glass.
- 920. Install R/A grille.
- 921. Clean vinyl base.
- 922. Install missing ceiling grid.
- 923. Reinstall network face plate.

143 - Corridor

- 924. Install label at fire extinguisher cabinet.
- 925. Clean vinyl base.
- 926. Clean all doors and frames.
- 927. Replace all doors and frames.
- 928. Replace broken ceiling tile.
- 929. Repair wall at thermostat.
- 930. Complete installation of thermostat.
- 931. Remove paint from face plates.

144 - Supply Storage

- 932. Adjust delay on automatic light switch.
- 933. Remove stains from wall.
- 934. Clean vinyl base.
- 935. Clean door and frame.

145 - Promotora Room

- 936. Install return air grille.
- 937. Clean aluminum frame window and glass.
- 938. Clean vinyl base.
- 939. Remove tape from face plate.
- 940. Paint wall corner at window and door.
- 941. Clean door and frame.

146 - Office #1

- 942. Install return air grille.
- 943. Install face plate at electrical outlet.
- 944. Remove paint from ceiling tile and grid.
- 945. Clean vinyl base.
- 946. Clean aluminum window frame and glass.

147 Office #2

- 947. Install return air grille.
- 948. Clean aluminum window frame and glass.
- 949. Clean vinyl base.
- 950. Clean door and frame.
- 951. Remove paint from wall to door.

148 - Break Room

- 952. Remove insulation from return air grille.
- 953. Clean all millwork surfaces.
- 954. Remove all equipment stored in room.
- 955. Remove dirt and debris from top of cabinet.
- 956. Remove equipment and supplies stored in cabinets.
- 957. Clean all millwork surfaces.
- 958. Install "on" label at light switch.
- 959. Paint wall at millwork unit.
- 960. Clean all vinyl base.
- 961. Clean door and frame.
- 962. Clean sink.

149 - Corridor

- 963. Install devices or face plates at empty j-boxes.
- 964. Remove and install correct face plate.
- 965. Install weather strip kit at exterior door.
- 966. Reinstall ceiling tile that was cut too small.
- 967. Clean vinyl base.
- 968. Clean floor.
- 969. Clean all doors and frames.

150 - Office #3 and

153 - Office #4

- 970. Clean vinyl base.
- 971. Install missing screws at blank plate.
- 972. Clean all doors and frames.

151 - Training Meeting Room

North wall

- 973. Paint wall at door.
- 974. Remove paint from ceiling grid.
- 975. Clean all vinyl base.
- 976. Complete installation of lights.

East wall

- 977. Clean vinyl base.
- 978. Repair and repaint wall at top of control joint.
- 979. Install missing light switch.
- 980. Install missing screws at face plate.
- 981. Clean door and frame.
- 982. Install removed ceiling tile.

South wall

- 983. Clean vinyl base.
- 984. Repair and repaint wall at corner.
- 985. Remove paint from ceiling grid.
- 986. Complete installation of lights.
- 987. Repair wall at control joint.
- 988. Remove paint from face plates.

West wall

151 - Training Meeting Room.

- 989. Install face plate at empty j-box.
- 990. Install controls for projection screen.
- 991. Clean all vinyl base.
- 992. Remove paint from face plate.
- 993. Remove smudges from wall.
- 994. Clean door and frame.
- 995. Repaint wall on hinge side of door.
- 996. Clean thermostat.
- 997. Remove paint from all ceiling grid.
- 998. Adjust all floor mounted face plates, and remove excess materials.
- 999. Remove paint from floor j-boxes.

152 - Corridor

- 1000. Clean all doors and frames.
- 1001. Remove and reinstall loose vinyl tile.
- 1002. Clean all vinyl base.
- 1003. Replace ceiling tile cut too small.

154 - Corridor

- 1004. Clean vinyl base.
- 1005. Clean all doors and frames.
- 1006. Adjust loose ceiling grid at light.

155 - Men's

- 1007. Clean all ceramic tile surfaces.
- 1008. Clean all sanitary fixtures.
- 1009. Install mirror.
- 1010. Install toilet paper dispenser.
- 1011. Clean door and frame.

156 - Chase

- 1012. Remove dirt and debris from floor.

157 - Women's

- 1013. Install mirror.
- 1014. Clean all ceramic tile surfaces.
- 1015. Clean all sanitary fixtures.
- 1016. Install toilet paper dispenser and sanitary napkin disposal.

158 - Showers

- 1017. Clean door and frame
- 1018. Clean all ceramic tile surfaces.
- 1019. Clean all sanitary fixtures.
- 1020. Adjust light lens kit.
- 1021. Install face plate at light switch.
- 1022. Remove paper from light fixture.

159 - Indigent Room #1

- 1023. Remove paint from face plates.
- 1024. Repaint wall at corner.
- 1025. Clean vinyl base.
- 1026. Clean door and frame.
- 1027. Install ceiling grid at return air grille.

160 - Indigent Room #2

- 1028. Replace broken glass at door lite kit.
- 1029. Reinstall j-box at light switch.
- 1030. Clean vinyl base.
- 1031. Repaint wall at corner.
- 1032. Clean door and frame.

161 - Corridor

- 1033. Clean all vinyl base.
- 1034. Clean all doors and frames.
- 1035. Install label at fire extinguisher cabinet.
- 1036. Install missing ceiling grid.

162 - Custodial

- 1037. Clean all ceramic tile surfaces.
- 1038. Remove debris from mop sink.
- 1039. Install new light bulbs.
- 1040. Clean door and frame.
- 1041. Remove paint from face plates.
- 1042. Repair and repaint wall at wall penetrations.
- 1043. Clean vinyl base.

163 - Mechanical

- 1044. Replace broken light switch.
- 1045. Clean vinyl base.
- 1046. Clean door and frame.
- 1047. Install correct air diffuser trim.

164 - Office #6

- 1048. Clean door and frame.
- 1049. Clean vinyl base,
- 1050. Remove paint from face plates.
- 1051. Verify that electrical outlet installed behind door is in correct location.

165 - Indigent Room #3

- 1052. Adjust network faceplate to eliminate gaps.
- 1053. Remove paint from face plates.
- 1054. Clean vinyl base.
- 1055. Clean door and frame.

166 - Office #5

- 1056. Complete installation of ceiling grid and tiles.
- 1057. Adjust network face plate.
- 1058. Clean vinyl base.
- 1059. Clean door and frame.

167 - Corridor

- 1060. Replace broken light fixture.
- 1061. Clean door and frame.
- 1062. Clean vinyl base.
- 1063. Replace broken ceiling tile.

168 - Indigent Receptionist

- 1064. Clean all millwork surfaces.
- 1065. Repair wall at window frame.
- 1066. Repair wall below pass-thru window.
- 1067. Remove and reinstall drawer and hardware.
- 1068. Replace shelf with correct size shelf.
- 1069. Clean vinyl base.
- 1070. Remove scratches from Lexan window.
- 1071. Repaint wall below pass thru window.
- 1072. Install "on" label at light switch.
- 1073. Clean door and frame.
- 1074. Install missing ceiling grid at return air grille.

169 - Electrical

- 1075. Clean vinyl base.
- 1076. Clean door and frame.
- 1077. Install missing ceiling grid.
- 1078. Paint block wall adjacent to door.

BUILDING C: W.I.C.

171- Lobby

- 647. Repair and repaint control joint above door.
- 1079. Remove debris from all light fixtures.
- 1080. Reinstall Lexan glass window.
- 1081. Remove all scratches and paint from Lexan window.
- 1082. Repair plastic laminate to be flush at the joint.
- 1083. Caulk gap where hollow metal frame and countertop shelf meet.
- 1084. Repair gap at wall beneath countertop shelf.
- 1085. Clean all millwork surfaces.
- 1086. Install face plates at empty j-box.
- 1087. Clean aluminum door and frame.
- 1088. Install weatherstrip kit to achieve a weather tight seal at exterior door.

172 - Restroom

- 1089. Install mirror.
- 1090. Clean all ceramic tile surfaces
- 1091. Clean all sanitary fixtures.
- 1092. Verify that floor drain has been primed.
- 1093. Replace ceramic tile where screws were removed.

173 - Janitor

- 1094. Clean floor.
- 1095. Remove excess materials from pipes.
- 1096. Install light fixture.
- 1097. Seal wall penetrations.

174 -Restroom

- 1098. Adjust delay for light at light switch.
- 1099. Install mirror.
- 1100. Clean all ceramic tile surfaces.
- 1101. Clean all sanitary fixtures.

175 - Lab

- 1102. Clean all vinyl base.

East wall

- 1103. Install flight switch as required.

South wall

- 1104. Remove dirt and debris from top of cabinets.
- 1105. Clean all millwork surfaces.

West wall

- 1106. Clean all millwork surfaces.
- 1107. Adjust all drawer hardware.
- 1108. Remove trash from within cabinets.
- 1109. Remove dirt and debris from top of cabinet.

176 Reception/Storage

- 1110. Remove scratches from Lexan window.
- 1111. Install light switches as required.
- 1112. Repair wall beneath pass thru window counter top @ knee space.
- 1113. Clean all millwork surfaces.
- 1114. Install face plate at empty j-box.
- 1115. Clean vinyl base.

177 - Nutritional Education

- 1116. Install face plate at empty j-box.
- 1117. Clean all vinyl base.
- 1118. Install light switches.
- 1119. Clean door and frame.
- 1120. Clean aluminum window frames.

178 - Computer

- 1121. Adjust hinges at door.
- 1122. Install light switches.
- 1123. Remove scratches from Lexan window.
- 1124. Caulk gaps where hollow metal frame and countertop meet.
- 1125. Replace adjustable shelf. (It is too small for cabinet.)
- 1126. Caulk gaps at j-box face plates.
- 1127. Clean all millwork surfaces.
- 1128. Install missing ceiling grid.
- 1129. Install emergency pack as required.

179 - Corridor

- 1130. Clean all vinyl base.
- 1131. Install fire extinguisher in cabinet.
- 1132. Repair wall beneath countertop shelf.
- 1133. Remove papers from light fixture.

180 - Office

- 1134. Install light switches.
- 1135. Clean all vinyl base.
- 1136. Install emergency battery pack as required.

181 - Office

- 1137. Clean all vinyl base.
- 1138. Clean aluminum window frame.
- 1139. Clean door and frame.
- 1140. Install emergency battery pack as required.

182 - Lactation Room

- 1141. Repaint section of door frame.
- 1142. Repair damage at door frame.
- 1143. Remove and reinstall section of vinyl base.
- 1144. Install emergency battery pack as required.

183 - Storage

- 1145. Clean all vinyl base.
- 1146. Paint repairs made at top of door frame.
- 1147. Clean odor and frame.

184 - Mechanical

- 1148. Paint roof access ladder.
- 1149. Install door closer.
- 1150. Install door bumpers.
- 1151. Remove excess paint from millwork.
- 1152. Clean all vinyl base.
- 1153. Install emergency battery pack as required.

185 - Office

- 1154. Clean door and frame.
- 1155. Clean vinyl base.
- 1156. Remove paint from face plate.

186 - Corridor

- 1157. Remove tape from exterior wall.
- 1158. Install weatherstrip kit at exterior wall.
- 1159. Install fire extinguisher in cabinet.
- 1160. Install faceplate at empty j-box.
- 1161. Clean vinyl base.

187 - Chase

- 1162. Remove excess materials stored in this room.
- 1163. Install door silencers.

188 - Work room

- 1164. Light fixture does not turn on.
- 1165. Reinstall adjustable shelving in cabinet.
- 1166. Remove scratches at door frame to network.
- 1167. Install door to network room.
- 1168. Clean all millwork surfaces.
- 1169. Remove dirt and debris from top of cabinet.

189 - Restroom

- 1170. Reinstall light fixture.
- 1171. Install mirror.
- 1172. Clean ceramic tile.
- 1173. Clean sanitary fixtures.
- 1174. Install mirror.
- 1175. Remove tape from floor drain.

190 - Storage/Network Room

- 1176. Install door at hardware as scheduled.
- 1177. Seal all exterior penetrations.
- 1178. Paint portion of wall above security system box.

Punch List

Project: New Pct. #2 Administration Offices
Bldg. B & C. **Date:** 12.09.10
Architect: V.A. Architecture **Time:** 1:00 PM

Contractor:

D. Wilson Construction - (Casimiro)

The following is a list of items to be completed or corrected by the contractor. The failure to include any item on this list does not relieve the contractor of his responsibilities to complete all work in accordance with the contract documents. Mechanical, Electrical, and Plumbing items requiring attention are as follows:

Mechanical:

1. Provide missing opposed blade damper at all ceiling mount supply air diffusers as per air device schedule.
2. Return air device at Building 'C', corridor #186 and Building 'B' corridor #137 does not match others; provide the equivalent 50-F model as per air device schedule.
3. Remove all air filters from return air devices prior to substantial completion.
4. Seal around exhaust fan for a better installation at Building 'B', custodial #162.
5. As per fan coil unit schedule, all Fan Coil Condensing Units are to be mounted on a roof curb. Provide and install curb to mount Fan Coil Condensing Unit. Also, furnish aluminum jacket elbows and refrigerant line roof supports as required.
6. Provide test and balance report.
7. Provide owner with operation and maintenance manuals.
8. Provide training session for owner's operation personnel.
9. Provide owner with extra set of filter(s).

Electrical:

1. Telephone board has been relocated from Storage 191 to Storage 190. Relocated quadraplex receptacle to new location.
2. Furnish and install Occupancy Sensors in Lab 175, Receptionist/Storage 176, Nutrition Education 177, Computer 178, Office 180, and Storage 183.
3. Furnish and install 3 pole circuit breaker at HC-2,4,6 for RTU-1C in lieu of three 1 pole circuit breakers.
4. TVSS at Panel CC shall be installed within manufacturer recommended distance. TVSS is installed too far away from circuit breaker.

5. Panel CC shall have all spaces covered at panel. One cover appears to be missing.
6. Furnish and install 3-Way Occupancy Sensors at Training/Meeting Room 151.
7. Furnish TV outlet at Training/Meeting Room 151 per plans.
8. Furnish GFCI Receptacle at Shower 158.
9. Clerk Manager 113 appears to be missing data outlet per plans.
10. Emergency Battery pack missing in light fixture at Immunization Rm 107.
11. Verify all lamps are working in all light fixtures.
12. Furnish and install Occupancy Sensor in Electrical Room 130.
13. Furnish dual Occupancy Sensors in Social Worker Room 142.
14. Furnish and install receptacle in Electrical/Mechanical Rm 135 per plans.
15. Verify receptacles and data outlets are furnished at ceiling for projectors at Training/Meeting Room 151.

Plumbing:

1. Restroom at Building "B", Men's 155 faucet's hot water was on the wrong side. Please verify.
2. All Restroom floor drains shall be primed from water closet in lieu to lavatory tail piece connection.
3. Provide pipe insulation and aluminum jacket on all condensate drain lines serving rooftop units. Please verify.
4. Damaged cast-in concrete for 2-way Yard cleanout located on West of Building "B". Please verify.
5. Verify urinal in Building "B", Men's 105, not functioning properly.
6. Bi-level Drinking Fountain in Building "C", Lobby 171 was not provided. Please verify.
7. Verify all water hammers are in place along chases.
8. Adjust hot water temperature on all water heaters (110°F Maximum). Please verify.
9. Clean all Floor drain strainers and faucets.
10. Flush water piping system until dirty water does not appear at outlets.
11. Drinking fountains: adjust fixture flow regulators for proper flow and stream height.
12. Provide owner with operation and maintenance manuals.
13. Provide training session for owners operation personnel.

Signed: Luis Javier Pena, PE; Abram L. Dominguez, PE

WALK-THROUGH INSPECTION
HIDALGO COUNTY PRECINCT 2 OFFICE COMPLEX
HALL ACRES ROAD
WEDNESDAY, DECEMBER 8, 2010 – 2:30 P.M.

A WALK-THROUGH WAS CONDUCTED ON THE SITE BY R. GUTIERREZ ENGINEERING CORPORATION AND THE FOLLOWING ITEMS NEED TO BE ADDRESSED.

PUNCH LIST ITEMS:

1. GROUT AND REPAIR CURB AND OR PLACE JOINT FILLER AT EXPANSION JOINTS.
2. DRESS UP AND FILL BEHIND CURB AND GUTTER AND GENERAL CLEAN-UP OF THE SITE.
3. REPAIR CRACKS ALONG CURB AND GUTTER THROUGHOUT PROJECT LIMITS.
4. CLEAN-OUT TYPE "C" INLET INTERIORS AND GROUT PIPE CONNECTIONS.
5. GRATE INLET TOPS TO BE GROUTED OR REPAIRED AT VALLEY GUTTER CONNECTIONS.
6. CLEAN AND REMOVE TIRE TRACKS OFF SIDEWALKS, CURBS AND PAVEMENT AREAS.
7. RAMP CONNECTIONS WITH SIDEWALK AND CURB NEED JOINT FILLER MATERIAL OR GROUTING FOR SMOOTH JOINT CONNECTION.
8. PROVIDE PARKING LOT STRIPING THROUGHOUT AND LANE STRIPING AT EXIT.
9. PROVIDE WHEEL STOPS WHERE INDICATED ON PLANS.
10. PROVIDE HANDICAP SIGNS AND MARKINGS ON PAVEMENT AS INDICATED ON PLANS.
11. PROVIDE AND CONFIRM FINISH GRADES FOR DETENTION POND.
12. REMOVE AND SWEEP DEBRIS FROM VALLEY GUTTER AND CURB AND GUTTER.
13. MAINTAIN EROSION AND SEDIMENT CONTROL MEASURES UNTIL VEGETATION IS ESTABLISHED.
14. COMPLETE RIP-RAP AT OUTFALLS FROM DETENTION PONDS.
15. REMOVE DEBRIS STOCKPILES AND CONSTRUCTION DEBRIS FROM SITE.
16. REMOVE SPOIL CONCRETE FROM SIDEWALK AT BUILDING ENTRANCE.
17. REMOVE OIL STAINS FROM CURB AND GUTTER.
18. REMOVE AND REPAIR BROKEN SIDEWALK SECTION.
19. MARK AND PAINT FIRE LANES AS REQUIRED BY CITY.
20. FIRE HYDRANT BLUE REFLECTORS ARE LACKING AS REQUIRED BY CITY.
21. PROVIDE AND CONFIRM FINISH GRADES ALONG WEST SECTION OF PROPERTY.

D. Wilson Construction Punchlist

December 6, 2010

Hidalgo County Pct. 2

Building "B"

General

Final Cleanup

Seal all exposed concrete floors

Clean / touchup all HM frames

Remove plastic from all doors

Portico #101

1 Clean CMU

2 Clean Stucco

3 Clean Concrete

Waiting Room #102

4 Clean aluminum doors & frames

5 Install cover plates on closers

6 Adjust door - gap between doors too big

7 Clean base

8 Clean pass-thru windows

9 Install pass-thru window on east wall

10 Patch / touchup around A/C grills on west wall

11 Install ceiling tile above door #63

12 Remove exposed metal studs above Vestibule #103

13 Touchup frame & around frame

Vestibule #103

14 Clean base

15 Touchup walls

16 Touchup frame & around frame

17 Install plate @ right side of door #8

Women #104

18 Clean floor

Men #105

19 Clean floor

Corridor #106

20 Touchup frame & around frame

21 Clean base

Immunization Room #107

22 Touchup frame & around frame

23 Clean base

24 Touchup walls @ southeast corner & @ cabinets

Lab-2 #108

25 Missing lens @ light fixture

26 Missing base on east wall

27 Clean counter

28 Install missing ceiling tile

Lab-2 Restroom #109

29 Clean floor

Chase #110

30 Remove exposed metal studs

31 Install pipe insulation

32 Patch all voids

33 Touchup all walls

Corridor #111

34 Install pass-thru window correctly

35 Remove film from pass thru window & clean

36 Touchup frame & around frame

37 Clean base

38 Install missing cover plate @ outlet - right side of door

Receptionist #112

39 Touchup frame & around frame

40 Install pass-thru window correctly

41 Remove film from pass thru window & clean

42 Clean base

43 Adjust base @ right side of door #115

Clerk Manager #113

44 Clean window frames

45 Install R/A grill correctly

Mechanical #114

46 Touchup walls

47 Touchup frame & around frame

48 Clean base

Office #115

49 Clean window frames

50 Touchup frame & around frame

51 Clean base

Eligibility Specialist #116

52 Touchup frame & around frame

53 Clean base

54 Touchcup corners

55 Install cover plate @ north wall

File Storage #117

56 Missing ceiling grid "T's" R/A

57 Touchup frame & around frame

58 Clean base

Portico #118

59 Clean CMU

60 Clean Stucco

61 Clean Concrete

62 Touchup / repaint door / frame #6

CSA #119

- 63 Missing light bulb
- 64 Clean window frames
- 65 Clean base
- 66 Remove filter @ R/A
- 67 Install grid @ light above door correctly

Custodial / Mechanical #120

- 68 Touchup frame & around frame
- 69 Clean base
- 70 Patch voids around roof drain pipes

Eligibility Specialist #121

- 71 Clean window frames
- 72 Missing ceiling grid "T's" @ light above door

Eligibility Specialist #122

- 73 Missing ceiling grid "T's" @ R/A
- 74 Touchup frame & around frame
- 75 Touchup southeast corner

Lab-1 Restroom #123

- 76 Clean floor
- 77 Touchup ceiling @ access door

Exam Room #1 - #124

- 78 Touchup frame & around frame
- 79 Clean base
- 80 Touchup corners

Lab-1 #125

- 81 Missing base on west wall
- 82 Clean counter
- 83 Install missing ceiling tile
- 84 Finish millwork @ sink
- 85 Touchup frame & around frame

Clinician's Office #126

- 86 Touchup frame & around frame
- 87 Clean base
- 88 Touchup corners

Telephone / Network #127

- 89 Adjust / replace VCT @ SW corner
- 90 Missing ceiling grid "T's" @ west wall

Exam Room #2 - #128

- 91 Clean base

Pharmacy Storage #129

- 92 Touchup frame & around frame
- 93 Clean base
- 94 Touchup corners
- 95 Patch around data cover plate

Corridor #130

- 96 Touchup frames & around frames
- 97 Clean base
- 98 Install missing ceiling tile
- 99 Remove paint from ceiling tile above door #25 & throughout

Women #131

- 100 Clean floor
- 101 Touchup frame & around frame

Chase #132

- 102 Remove exposed metal studs
- 103 Install pipe insulation
- 104 Patch all voids
- 105 Touchup all walls

Men #133

- 106 Clean floor

Alcove #134

- 107 Clean CMU
- 108 Clean Stucco
- 109 Clean Concrete

Electrical / Mechanical #135

- 110 Touchup frames & around frames
- 111 Clean base
- 112 Remove plastic from door
- 113 Install missing ceiling tile
- 114 Remove filter @ R/A
- 115 Patch voids @ panels / conduits

RN Room #136

- 116 Remove filter @ R/A
- 117 Missing ceiling grid "T's" @ east wall
- 118 Clean base
- 119 Clean window frames

Corridor #137

- 120 Touchup frames & around frames
- 121 Clean base

RN Room #138

- 122 Touchup corners
- 123 Clean base
- 124 Remove filter @ R/A

Electrical #139

- 125 Light not working
- 126 Touchup corners
- 127 Touchup frame & around frame
- 128 Clean base

Aide's Room #140

- 129 Remove filter @ R/A

130 Clean window frames

LVN Room #141

131 Touchup corners

132 Touchup frame & around frame

133 Clean base

134 Remove filter @ R/A

Social Worker #142

135 Remove filter @ R/A

136 Missing ceiling grid "T's" @ southwest corner

Corridor #143

137 Touchup frames & around frames

Supply Storage #144

138 Touchup corners

139 Touchup frame & around frame

Promotora Room 3145

140 Remove filter @ R/A

141 Touchup corners

142 Clean window frames

143 Remove tape from electrical outlet on south wall

Office #1 - #146

144 Remove stain on ceiling tile above door

145 Touchup corners

146 Remove filter @ R/A

147 Clean window frames

Office #2 - #147

148 Remove filter @ R/A

149 Clean window frames

150 Clean base

151 Touchup frame & around frame

Break Room #148

152 Remove filter @ R/A

153 Touchup around cabinets

Corridor #149

154 Adjust ceiling tile / ceiling grid

155 Adjust VCT on east wall

156 Touchup / repaint door #4

Office #3 - #150

157 Install correct light switch

158 Clean base

159 Touchup frame & around frame

Training / Meeting Room #151

160 Touchup corners & walls

161 Clean base

162 Touchup frames & around frames

Corridor #152

- 163 Clean base
- 164 Touchup corners
- 165 Remove stain on east wall - in front of door #51

Office #153

- 166 Install correct light switch
- 167 Clean base
- 168 Touchup frame & around frame

Corridor #154

- 169 Clean base
- 170 Touchup frames & around frames

Men #155

- 171 Clean floor

Chase #156

- 172 Remove exposed metal studs
- 173 Install pipe insulation
- 174 Patch all voids
- 175 Touchup all walls

Women #157

- 176 Clean floor
- 177 Repair floor tile @ floor drain

Showers #158

- 178 Clean floor

Indigent Room #1 - #159

- 179 Touchup frames & around frames
- 180 Clean base

Indigent Room #2 - #160

- 181 Adjust light switch
- 182 Clean base

Corridor #161

- 183 Clean base
- 184 Touchup frame & around frame
- 185 Install missing grid angle
- 186 Missing ceiling grid "T's"

Custodial #162

- 187 Replace burnt-out light bulb
- 188 Clean mop sink
- 189 Touchup frame & around frame
- 190 Touchup corners

Mechanical #163

- 191 Touchup corners

Office #6 - #164

192 Touchup corners

Indigent Room #3 - #165

193 Clean base

194 Adjust data cover plate

Office #2 - #166

195 Install missing ceiling grid / ceiling tile

Corridor #167

196 Touchup frame & around frame

Indigent Reception #168

197 Patch around window

198 Touchup corners

199 Missing ceiling grid "T's" @ R/A

Electrical #169

200 Clean base

201 Install missing grid angle near column

End of Punchlist for Building "B"

D. Wilson Construction Punchlist

December 6, 2010

Hidalgo County Pct. 2

Building "C"

General

Final Cleanup

Seal all exposed concrete floors

Clean / touchup all HM frames

Remove plastic from all doors

Portico #170

1 Clean CMU

2 Clean Stucco

3 Clean Concrete

Lobby #171

3 Install missing pass-thru window

4 Install cover plate @ closer

5 Door #2 needs adjusting towards center

6 Clean door & frame @ door #2

7 Touchup frames & around frames (hollow metal)

8 Clean aluminum doors & frames

9 Remove film from pass thru window & clean

10 Patch / repaint above door #69 - next to control joint

11 Grout @ CMU on east wall above light

Restroom #172

12 Clean floor

13 Touchup frames & around frames

Janitor #173

14 Patch voids around roof drain pipes

15 Clean sink

16 Touchup walls & ceiling

17 Touchup frames & around frames

18 Patch around light switch

Restroom #174

19 Clean floor

20 Touchup frames & around frames

Lab #175

21 Install correct light switch

22 Touchup frames & around frames

23 Clean base

24 Clean counter

25 Remove exposed insulation @ ceiling

Reception / Storage #176

26 Install correct light switch

27 Touchup frames & around frames

28 Clean base

29 Remove film from pass thru window & clean

30 Install cover plate on east wall

Nutrition Education #177

- 31 Install correct light switch
- 32 Touchup frames & around frames
- 33 Clean base
- 34 Clean window frames

Computer #178

- 35 Install correct light switch
- 36 Touchup frames & around frames
- 37 Clean base
- 38 Clean counters
- 39 Adjust cover plates @ east CMU wall
- 40 Remove stain on ceiling grid above door
- 41 Missing ceiling grid "T's" above window

Corridor #179

- 42 Touchup frames & around frames
- 43 Clean base
- 44 Remove film from pass thru window & clean

Office #180

- 45 Install correct light switch
- 46 Touchup frames & around frames
- 47 Clean base

Office #181

- 48 Remove stain on ceiling grid above door - left side
- 49 Clean base
- 50 Clean window frames
- 51 Touchup northeast corner

Lact. #182

- 52 Touchup frame & around frame
- 53 Remove stain on ceiling grid above door - left side

Storage #183

- 54 Touchup walls
- 55 Adjust base
- 56 Touchup frame & around frame

Mechanical #184

- 57 Patch / touchup around conduits
- 58 Clean base
- 59 Clean floor
- 60 Paint sheetrock @ transition to ladder

Office #185

- 61 Touchup frame & around frame
- 62 Remove debris @ R/A

Corridor #186

- 63 Touchup / repaint door #3
- 64 Clean base
- 65 Touchup frames & around frames

Chase #187

- 66 Remove exposed metal studs
- 67 Install pipe insulation
- 68 Patch all voids
- 69 Touchup all walls

Work Room #188

- 70 Adjust door - not closing
- 71 Touchup frames & around frames
- 72 Missing door #84

Restroom #189

- 73 Clean floor
- 74 Patch sheetrock @ upper right of door

Storage #190

- 75 Missing door #84
- 76 Touchup frame & around frame

Storage #191

- 77 Patch voids around roof drain pipes
- 78 Install ceiling tile above panels
- 79 Touchup walls
- 80 Touchup frame & around frame
- 81 Clean base
- 82 Missing ceiling grid "T's" above panels

Alcove #192

- 83 Clean CMU
- 84 Clean Stucco
- 85 Clean Concrete
- 86 Touchup / repaint door #3

End of Punchlist for Building "C"