

**Observation and Oversight Certification of Acceptance**

To: THE COMMON COUNCIL  
City of Rochester  
c/o City Engineer  
201 4<sup>th</sup> Street SE, Room 135  
Rochester, MN 55904

Project Name \_\_\_\_\_ (J \_\_\_\_\_)  
Description / Location \_\_\_\_\_

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**PART 1 To be submitted by Observation and Oversight (O&O) provider upon completion of project**

The undersigned provided Observation and Oversight to the construction work in the contract dated \_\_\_\_\_  
(Date of Award or Council Action) between the City of Rochester and \_\_\_\_\_

I hereby certify to the best of my knowledge that the construction has been completed in conformance with the Plans and Specifications and recommend \_\_\_\_\_ as the date of "Substantial Completion".

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Observation and Oversight Provider

Firm Name: \_\_\_\_\_

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**PART 2 For Action by Department of Public Works**

Based on the Observation and Oversight Provider's recommendation and other project information, I hereby recommend \_\_\_\_\_ as the "DATE OF ACCEPTANCE – and the BEGINNING of "TWO YEAR MAINTENANCE PERIOD" be APPROVED; and recommend commencement of the Two Year Period of maintenance and repair by the Contractor as provided in the "General Conditions of the Contract" Sections 1008.3 and 1008.4.

\_\_\_\_\_  
Infrastructure Technician Assistant City Engineer Date  
The above report and recommended "DATE OF ACCEPTANCE / BEGIN ONE YEAR MAINTENANCE PERIOD" are hereby APPROVED.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer

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**PART 3 For Action by Public Works After One Year Maintenance Period**

The above referenced project has been reviewed by \_\_\_\_\_ of the Department of Public Works on (Date) \_\_\_\_\_

The requirements of the two year maintenance period have been fulfilled and work on the Project has been found to be in substantial conformance with the Plans and Specifications.

This Project is recommended for FINAL ACCEPTANCE by the City of Rochester.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Assistant City Engineer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer

Copies to: City Clerk (Original)  
Contractor  
City Engineer, Developer / Owner, City Street Superintendent  
Consulting Engineer, FHA – If requested by Owner