**Owner Acceptance/Final Walkthrough Process**

The Project Engineer is responsible to ensure the project is constructed in substantial compliance to the contract drawings and specifications. The owner acceptance or final structure walkthrough is intended to identify a final list of issues with the project that need to be addressed by the Contractor and verify to FHWA that we are being good stewards of their funds. Typically, a representative from Staff Bridge (Owner) and the Engineer of Record or their designees will attend the walkthrough. If possible, the final walkthrough can be combined with the initial bridge inspection. If the Bridge Inspections group has not been contacted for the initial inspection yet, this is a great time to contact them. For local agency projects the Engineer of Record typically attends the walkthrough while Staff Bridge is primarily the verification of good stewardship. All comments should be defensible by plan, specification, M&S standard and industry practice requirements. Generally, the walk through should look for items that will affect durability, safety, design intent. In addition, the walkthrough is a good opportunity to learn of possible areas of improvement in our plan & specification delivery. Below are several common issues that generally need to be addressed.

Preparation & Internal Documentation:

* Familiarity with project requirements (plans, specs, shops, etc. – bring them to walkthrough for reference)
* Deck Rehab As-Built info documented & archived (only needed for Deck Rehabs)
* All Design & Construction Documents archived & attributed (ratings, design calculations, design checks, shops, working drawings, etc. – see Bridge Design Manual for complete list)
* Asset Management/Inspections Group notified to schedule initial inspection
* Rating Unit should be notified that old bridge is gone
* Lessons Learned Documented

Construction Issues:

* Delineators at abutment subdrain and other outlets
* 3 Blue reflectors at expansion joints per S-Standards (3 yellow at culverts)
* Structure signs on all structures
* Fit up issues, e.g. expansion joint plates, fencing gaps, precast panel gaps
* Welded splices look acceptable? Galvanization touch-up?
* Chamfers at expansion joints
* Cleanout expansion joint glands & inlets
* Drainage issues – grade sloping away from structures, erosion possibilities
* High Strength Bolted connections-properly tensioned & tested?
* Maintenance or durability issues
* Exposed form ties
* Sealing at abutment joints
* Final finishes – aesthetics
* Cracks, workmanship
* Waterproofing membrane 2” above asphalt?
* Shimming materials & issues
* Items that may need price reductions (MSE walls, etc.)
* Lessons Learned Documented