

**BMP Payment - As-Built Checklist**

Participant/Landowner: \_\_\_\_\_

Project Certifier: \_\_\_\_\_

Drawing No: \_\_\_\_\_

Technician/Inspector: \_\_\_\_\_

This checklist must be included with all BMP payment requests and project as-built files. Technical staff submitting the payment request and project file are responsible for its accuracy and must initial each item below, verifying appropriate inclusion.

Tech   CO

**Documentation required for payment:**

- \_\_\_   \_\_\_   Original, completed WFP-3, including all required signatures
- \_\_\_   \_\_\_   Original, fully executed WFP-7, (required for all 3 written quote & sealed bid projects)
- \_\_\_   \_\_\_   Original, completed WFP-5c and/or WFP-5p
- \_\_\_   \_\_\_   Invoice made to landowner, with proper reference of drawing no., project(s)
- \_\_\_   \_\_\_   Original Operation & Maintenance Agreement, appropriately sign by landowner(s), producer(s)
- \_\_\_   \_\_\_   Original, completed WFP-8
- \_\_\_   \_\_\_   Electrical Inspection if applicable (copy of sticker & certificate)
- \_\_\_   \_\_\_   Original, completed WFP-5m(s) if applicable, including no-cost contract modification(s)
- \_\_\_   \_\_\_   Original quotes and/or bids

**\*Documents required for the project as-built file:**

- \_\_\_   \_\_\_   \*Redlined copy of approved bid package, including specs and blue sheets
- \_\_\_   \_\_\_   \*BMP Pre-Construction Checklist – (required for all 3 written quote & sealed bid projects)
- \_\_\_   \_\_\_   \*Detailed construction notes/job diary
- \_\_\_   \_\_\_   \*Completed Engineer Consultation Form
- \_\_\_   \_\_\_   \* BMP research documentation
- \_\_\_   \_\_\_   \*Design calculations
- \_\_\_   \_\_\_   \*Engineering cost estimates
- \_\_\_   \_\_\_   \* Signed Inspection Plan, if applicable
- \_\_\_   \_\_\_   \*Material certifications, ie; concrete, electrical, timber, seeding
- \_\_\_   \_\_\_   \*Warrantee documents, if applicable
- \_\_\_   \_\_\_   \*Permits, if applicable
- \_\_\_   \_\_\_   \*File path to photo documentation (before, during and after) [J:\farms\DE\_\_\_\_\Engineering\BMP\_\_\_\_\Photos