

FINAL PAYMENT CHECKLIST (FPC)

To be completed by the Architect/Engineer and submitted to DCM for review; applicable only to state agencies, partially or fully PSCA-funded and other bond-funded projects (exception: Alabama Community College System (ACCS) PSCA-funded projects with Notice-To-Proceeds issued after July 31, 2021). Two copies of the FPC are required. Each copy of the FPC shall include all attachments including the Contractor's Application for Final Payment. **If all PSCA funds are expended prior to Final Payment, it is not a requirement to submit the Application & Certificate for Final Payment along with the supporting documentation to DCM.**

(For further guidance refer to Article 34/Final Payment of DCM Form C-8: General Conditions of the Contract.)

PROJECT:		DCM (BC) No. _____ PSCA No. _____ <div style="text-align: right; font-size: small;">(If applicable)</div>
YES	N/A	Select "YES" or "N/A" as applicable.
		Application and Certificate for Final Payment, DCM Form C-10: Attach one copy to FPC. The application must include original signatures of all parties and include all application attachments.
		Certificate of Substantial Completion, DCM Form C-13: Attach one fully-executed copy to FPC.
		Advertisement for Completion, DCM Form C-14: Attach one copy of the affidavit of publication (including the advertisement) to the FPC.
		Contractor's Affidavit of Payment of Debts & Claims, DCM Form C-18: Attach one copy to FPC.
		Contractor's Affidavit of Release of Liens, if required by Owner, DCM Form C-19: Attach one copy to the FPC.
		Consent of Surety to Final Payment, if any, To Contractor, DCM Form C-20: Consent is required for projects with P&P Bonds. Original has been delivered to Owner. Attach one copy to FPC.
		General Contractor's Roofing Guarantee, DCM Form C-9, and Other Specified Roofing Guarantees, if any: Attached to Certificate of Substantial Completion.
		Contractor's One-Year Warranty: Original has been delivered to the Owner. Attach one copy to the FPC.
		Other Warranties: All other specified original warranties has been delivered to the Owner. Attach one copy to the FPC.
		Record Documents: Specified "As-built" plans and specifications have been delivered to the Owner.
		O & M Manuals: Specified instructions and O&M Manuals have been delivered to the Owner.
		Time Extension: Over-run of Contract Time has been reconciled by: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Change Order Liquidated Damages Attached explanation </div>
		Additional Documents or Explanations which are attached:
Submitted By: _____ <div style="text-align: center; margin-top: 5px;">Architectural / Engineering Firm</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%; text-align: center;"> _____ Signature </div> <div style="width: 30%; text-align: center;"> _____ Printed Name and Title </div> <div style="width: 30%; text-align: center;"> _____ Date </div> </div>		

Final Reconciliation of Fees: Between the final change order execution and the year-end inspection, report the final project cost to <https://appengine.egov.com/apps/al/dcm-fees> (back-up is not needed unless requested by DCM). DCM will then email a Final Reconciliation of Fees Statement to the Owner. If the Final Statement shows a net payment is owed to DCM, that amount must be paid prior to scheduling the year-end inspection. If the Final Statement shows a net refund is owed then a check will be mailed to the Owner.