

CONDITIONAL CONSTRUCTION COMPLETION CERTIFICATE

Date)
(Contractor)
(Address)

Attention: (Contractor's Name)

Re: Contract No.
Project Number & Limits
Type of Work

On <Footnote 1> an inspection of the above noted project was carried out by (Consultant, Project Sponsor and Contractor) and, with the exception of <Footnote 2>, all work on this contract has been satisfactorily completed.

You are therefore advised that this contract is conditionally accepted subject to the following:

1. The Department will hold an amount equal to \$ <Footnote 3> to cover the cost of correcting the defective work.
2. The corrections of the defective work are to be completed by <Footnote 4>. If the corrections are not completed by this date the Department reserves the right to initiate action to have the work corrected utilizing Contract Securities as outlined in the General Specifications.

Should you complete the corrections of the defective work by <Footnote 4>, the warranty period shall be considered to have commenced on <Footnote 1>. If the corrections of the defective work are not completed by <Footnote 4> then the warranty period shall commence on the date that the corrections are actually completed.

To initiate the holdback release process, please execute a Statutory Declaration form which is available at <https://www.alberta.ca/bonds-3rd-party-claims-and-holdback.aspx>. Also, please provide your written confirmation of full compliance with all approvals, permits, licenses and/or written authorizations as set out in ENVIRONMENTAL MANAGEMENT contained in Section 1.2 General Specifications; and a Worker's Compensation Board letter of clearance. Forward the originals to Strategic Procurement Branch, Vendor Management & Outreach, Suite 303, 4999 – 98 Avenue, Edmonton, AB T6B 2X3.

Yours truly,

Consultant's Representative

cc: Regional Director, <Region>
Construction / Bridge Manager, <Region>
Operations Manager, <District>
Project Administrator, <Region>
Director, Vendor Management via TenderAdmin@gov.ab.ca
Geomatics Section via trans.geodata.update@gov.ab.ca

1. Use the date of the Conditional Construction Completion Inspection.
2. Either list the defective work or refer to a letter dated "MM/DD/YYYY" which includes a list of defective work.
3. Typically, twice the estimated cost to the Department to correct the defective work.
4. Reasonable deadline to correct the defective work (usually June 15th of following year).