

## **Lead Service Line State Revolving Fund Inspection Guidelines:**

a) GEFA will conduct periodic field inspections of construction activities, placement, and stored materials as necessary to verify that the project is being constructed in accordance with industry standards, the loan agreement and approved plans, specification, special conditions and change orders.

b) Inspections will generally be conducted quarterly, dependent upon the complexity of the project and construction placement.

c) Inspection reports will be prepared and distributed to the loan recipient and its engineer. Findings that are considered deficient during the inspection will be discussed with the loan recipient or its representative during the inspection. Correspondence will be transmitted to the loan recipient indicating areas of concern that require resolution.

d) The most recent contractor's pay estimate will be reviewed during inspection to ensure that the pay estimate accurately reflects work in place and materials stored.

e) At completion, a final inspection will be conducted to confirm completion of the approved project. A report with required certifications of the project completion will be prepared by GEFA for processing the final loan draw request and for project closeout.