

**CONTRACTOR CLOSE OUT REPORT**

**DATE: 11/30/2022**

**Prepared by: Enter Your Company Name.**

**for: Felix Peguero**

**Project: Cherokee Corners**

**Site Address: 5530 Bells Ferry Rd, Acworth, GA 30102**

Revision History

| Date | Revision | Notes |
| --- | --- | --- |
| 12/15/2021 | A | Initial release |

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# Project Info

| Project Name: |
| --- |
| Cherokee Corners |

| Site Address: |
| --- |
| 5530 Bells Ferry Rd, Acworth, GA 30102 |

| Service Address: |
| --- |
| 5530 Bells Ferry Rd, Acworth, GA 30102 |

| General Contractor of Record: |
| --- |
| D.F. Osborne Construction, Inc. |

# Site Details

| Utility: | Cobb EMC | |  | |
| --- | --- | --- | --- | --- |
| Meter Number: | 30928632 | |  | |
| Transformer Number: |  | |  | |
| Transformer Power Rating: | 500 | | kVA | |
| Transformer Percent Z: | | 455 | % Z | |
| Service Voltage | | ☒ 480/277V | ☐ 120/208V | |
| Service Amperage: | | 1200 | Amps | |
| **Site Coordinates** | | | | |
| Latitude: | | 34.087029 | Longitude: | -84.574898 |

Notes:

Select **ANY** parking stall near a dispenser, record dispenser name and coordinates above.

You can determine the latitude/ longitude by dropping a pin in mapping app on your cell phone (Google Maps/ Apple Maps), then scroll down

# Photo Checklist

| ☒ | | Close-out photos uploaded to Site Tracker Daily Log | | |
| --- | --- | --- | --- | --- |
| **Inspection photos** | | | | |
| ☒ | Screenshots of approved Final Building and Electrical permits | | ☐ | Final signed job card(s) if applicable |
| **Site Photos - Overall** | | | | |
| ☒ | Wide angle photo of dispenser(s) from all 4 directions | | ☒ | EVgo Stall and Wayfinding equipment |
| ☒ | Civil work (ramps, curbs, railings, bollards, etc.) | | ☒ | Striping and pavement |
| **Site Photos – Equipment Pad** | | | | |
| ☒ | Wide angle photos of distribution equipment (2 sides) | | ☒ | Wide angle of general area of pad |
| **Equipment Photos -Dispensers Powered On (for each)** | | | | |
| ☒ | Close up photo dispenser with screen on | |  |  |
| **Equipment Photos -Dispenser Details (for each)** | | | | |
| ☒ | Dispenser manufacturer labels (UL, part #, serial #) | | ☐ | Dispenser personality name and ID labels |
| ☒ | Dispenser interior photo | | ☐ | Dispenser IMEI and IP photo from Cradlepoint box |
| ☒ | Dispenser wiring terminals (label photo with CID #) | | ☒ | Dispenser wire terminal torque measurement |
| **Equipment Photos -Power Cabinet (for each)** | | | | |
| ☒ | Power cabinet exterior photo | | ☒ | Power cabinet ID label (serial # plate) |
| ☒ | Power cabinet interior photo | | ☒ | Power cabinet wire terminal torque measurement |
| ☒ | Power cabinet wiring terminals (photo with CID #) | |  |  |
| **Equipment Photos -Switchgear** | | | | |
| ☒ | Switchgear manufacturer label | | ☒ | Wide angle photo of the outside of switchgear |
| ☒ | Switchboard inside of switchgear (door open) showing breaker feeder torque setting label on wires | | ☒ | Switchgear interior – showing main breaker settings |
| **Equipment Photos -Transformer** | | | | |
| ☒ | Transformer nameplate with VA and Max Z (if visible) | | ☒ | Meter face - number |
| ☒ | Wide angle photo of transformer | |  |  |
| **Key Location Photos** | | | | |
| ☒ | Key location in meter pedestal/switchgear door pocket or hook | | ☒ | Lock box code |

# Additional Tasks

| Were there any changes to approved plans?  If yes, submit marked up plans to your EVgo PM | ☐ Yes | ☒ No |
| --- | --- | --- |
| Charger keys labeled and left in meter pedestal/ switchgear | ☒ Yes | ☐ No |
| Install 4-digit combo lock set to site address. If less than four numbers, use preceding zero (ex. 0426) | Combo Lock set to: | 5570 |

# Additional Documents

| Certificate of Warranty | ☐ Yes | ☒ No |
| --- | --- | --- |
| Signed Inspection Card (front and back, if applicable) | ☐ Yes | ☒ No |
| As Built drawings (and original stamped drawing, if not already received) | ☒ Yes | ☐ No |

# Subcontractor / Vendor List

| Name | Trade |
| --- | --- |
| D.F. Osborne Construction, Inc. | General Contractor |
| Drew Bowen Electric, Inc. | Electrical |
| Optional Fill In Drop Down | Optional Fill In Drop Down |
| Optional Fill In Drop Down | Optional Fill In Drop Down |

# Contractor Attestation

|  | CONTRACTOR (OR BY AND THROUGH HIS AGENT) HEREBY CONFIRMS AND VERIFIES THAT THE AS-BUILT DRAWINGS ACCURATELY REPRESENT THE INSTALLATION OF THE ELECTRICAL VEHICLE CHARGING STATION INSTALLED AT THE ABOVE REFERENCED PROJECT LOCATION. THE CHARGING STATION SYSTEM IS CONSISTENT WITH THE PROJECT PLAN DRAWINGS APPROVED BY THE LOCAL AUTHORITY HAVING JURISDICTION AND ANY APPROVED FIELD ADJUSTMENTS MADE DURING CONSTRUCTION. THE CHARGING STATION SYSTEM IS CONSISTENT WITH THE INSTALLED EQUIPMENT MANUFACTURER’S STANDARDS. |
| --- | --- |
| **Prepared by: Margaret Warley** | |
|  | |

| **Signature** |  | **Date** |
| --- | --- | --- |
| **Margaret Worley** |  | **12/1/2022** |

# High Powered Multi-System Data

Refer to the **naming convention support document** for system naming.

Voltage data to be recorded after energization by the utility and not from pre-commissioning conditions.

Cabinet Data

| Cabinet Name | Manufacturer | Part Number | Serial Number | Breaker Rating [A] | Terminal Wire Torque [Nm] |
| --- | --- | --- | --- | --- | --- |
| 1P1 | SIGNET | APBK17-000006 | Q1130210261 | 400A | 32.0 |
| 1P2 | SIGNET | APBK17-000006 | Q1130210262 | 400A | 32.0 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Dispenser Data

| Dispenser Name | Connected Cabinet ID # | Personality Name | Part Number | Serial Number | Cradlepoint IP | Terminal Wire Torque [Nm] |
| --- | --- | --- | --- | --- | --- | --- |
| 1D1 | 1P1 |  | ADPK35-000014 | DB1130210262 |  | 20.0 |
| 1D2 | 1P2 |  | ADPK35-000014 | DB1130210261 |  | 20.0 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Cabinet Voltage Readings

| Cabinet Name | L1 to Ground [V] | L2 to Ground [V] | L3 to Ground [V] | L1 to L2 [V] | L2 to L3 [V] | L1 to L3 [V] |
| --- | --- | --- | --- | --- | --- | --- |
| 1P1 | 282 | 283 | 285 | 490 | 494 | 493 |
| 1P2 | 282 | 283 | 285 | 490 | 494 | 492 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Dispenser Voltage Readings

| Dispenser Name | L1 to Ground [V] | L1 to Neutral [V] |
| --- | --- | --- |
| 1D1 | 286 | 284 |
| 1D2 | 281 | 279 |
|  |  |  |
|  |  |  |

Switchgear Voltage Readings

| Panel | To Cabinet | L1 to Ground [V] | L2 to Ground [V] | L3 to Ground [V] | L1 to L2 [V] | L2 to L3 [V] | L1 to L3 [V] |
| --- | --- | --- | --- | --- | --- | --- | --- |
| SWGR | 1P1 | 283 | 283 | 286 | 490 | 492 | 494 |
| SWGR | 1P2 | 282 | 283 | 285 | 490 | 492 | 494 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

# Standalone Charging System Data

Refer to the naming convention support document for system naming.

Voltage data to be recorded after energization by the utility and not from pre-commissioning conditions.

Dispenser Data

| Dispenser Name | Manufacturer | Part Number | Serial Number | Breaker Rating [A] | Terminal Wire Torque [Nm] |
| --- | --- | --- | --- | --- | --- |
| 1D | DELTA | EVHU104UPAB26EG | J86220400002P0 | 175A | 20.0 |
| 2D | DELTA | EVHU104UPAB26EG | J86220400001P0 | 175A | 20.0 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Dispenser Voltage Readings

| Dispenser Name | L1 to Ground [V] | L2 to Ground [V] | L3 to Ground [V] | L1 to L2 [V] | L2 to L3 [V] | L1 to L3 [V] |
| --- | --- | --- | --- | --- | --- | --- |
| 1D | 282 | 283 | 285 | 490 | 494 | 493 |
| 2D | 282 | 283 | 285 | 490 | 494 | 492 |
| 3D | 283 | 281 | 281 | 488 | 488 | 486 |
| 4D | 283 | 281 | 281 | 487 | 488 | 485 |

Switchgear Voltage Readings

| Panel | To Cabinet | L1 to Ground [V] | L2 to Ground [V] | L3 to Ground [V] | L1 to L2 [V] | L2 to L3 [V] | L1 to L3 [V] |
| --- | --- | --- | --- | --- | --- | --- | --- |
| SWGR | 1D | 283 | 283 | 286 | 490 | 492 | 494 |
| SWGR | 2D | 282 | 283 | 285 | 490 | 492 | 494 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

# Inspection photos

| Final Building Inspection Screenshot |
| --- |
|  |
| Final Electrical Inspection Screenshot |
|  |

# Site Photos

| **North** | **South** |
| --- | --- |
|  |  |
| East | West |
|  |  |

# Equipment Pad

| **Left** | **Right** |
| --- | --- |
|  |  |
| Overall | |
|  | |

# Dispensers – Powered On

| **Dispenser 1D [DELTA]** |
| --- |
|  |
| Dispenser 2D [DELTA] |
|  |
| Dispenser 1D1 [SIGNET] |
|  |
| Dispenser 1D2 [SIGNET] |
|  |

# Dispenser - Details

## Dispenser 1D

| **Dispenser Outside** | **Dispenser Inside** | **Dispenser nameplate** |
| --- | --- | --- |
|  |  |  |
| Dispenser Wire Terminals | Dispenser Wire Terminal Torque | Dispenser Cradlepoint Label |
|  |  |  |

## Dispenser 2D

| **Dispenser Outside** | **Dispenser Inside** | **Dispenser nameplate** |
| --- | --- | --- |
|  |  |  |
| Dispenser Wire Terminals | Dispenser Wire Terminal Torque | Dispenser Cradlepoint Label |
|  |  | Shape  Description automatically generated with low confidence |

## Dispenser 1D1

| **Dispenser Outside** | **Dispenser Inside** | **Dispenser nameplate** |
| --- | --- | --- |
|  |  |  |
| Dispenser Wire Terminals | Dispenser Wire Terminal Torque | Dispenser Cradlepoint Label |
|  |  | Shape  Description automatically generated with low confidence |

## Dispenser 1D2

| **Dispenser Outside** | **Dispenser Inside** | **Dispenser nameplate** |
| --- | --- | --- |
|  |  |  |
| Dispenser Wire Terminals | Dispenser Wire Terminal Torque | Dispenser Cradlepoint Label |
|  |  | Shape  Description automatically generated with low confidence |

# Power Cabinets - Details

## Power Cabinet 1P1

| **Power Cabinet Outside** | **Power Cabinet Inside** |
| --- | --- |
|  |  |
| Power Cabinet Nameplate | Power Cabinet Wire Terminals |
|  |  |
| Power Cabinet Wire Terminal Torque | |
|  | |

## Power Cabinet 1P2

| **Power Cabinet Outside** | **Power Cabinet Inside** |
| --- | --- |
|  |  |
| Power Cabinet Nameplate | Power Cabinet Wire Terminals |
|  |  |
| Power Cabinet Wire Terminal Torque | |
|  | |

# Switchgear

| **Switchgear Outside** | **Switchgear Inside – Breaker Settings** |
| --- | --- |
|  |  |
| Switchgear Nameplate | Switchgear Wire Terminal Torque |
|  |  |

# Transformer + Meter

| **Transformer Outside** | **Transformer Nameplate** |
| --- | --- |
|  |  |
| Meter Face | |
|  | |

# Key Location

| **Key Lockbox Location** | **Lockbox Code** |
| --- | --- |
|  |  |
| Detailed Lockbox Location | |
|  | |

# Project Manager Closeout Checklist (EVgo PM to complete on site)

| ☐ | Station built to plans or “as-builts” provided | ☐ | Stall dimensions are accurate and to code |
| --- | --- | --- | --- |
| ☐ | Complete set of installation photos per photo checklist | ☐ | Stall striping and markings are painted to plans |
| ☐ | Bollard sleeves and reflective tape applied | ☐ | Stall signage/wayfinding signs installed per plans |
| ☐ | Cable reflectors function properly | ☐ | Nayax and Cradlepoint devices installed |
| ☐ | Cords positioned evenly on retractor to avoid dragging | ☐ | Charger Personality name labels affixed |
| ☐ | Arc flash stickers on equipment | ☐ | Charger ID #’s Affixed |
| ☐ | “Coming Soon” signs on each dispenser (covering screen) | ☐ | Stamped plans and permit card delivered to EVgo PM |
| ☐ | Chargers have been cleaned, surface marks removed | ☐ | Station decals in good condition |
| ☐ | All charger doors open with full clearance | ☐ | Keys in Switchgear door pocket or hook |

Additional Comments:

**Click or tap here to enter text.**

| **Project Manager** |
| --- |
|  |

| **Signature** |  | **Date** |
| --- | --- | --- |
|  |  |  |