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**BOARD OF COUNTY COMMISSIONERS  
HILLSBOROUGH COUNTY  
TAMPA, FLORIDA 33601**

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**BOARD POLICY - SECTION NUMBER 03.05.05.00**

**SUBJECT:** POLICY TO ESTABLISH AND AUTHORIZE APPROVAL FOR FINAL PAYMENT  
ON CONSTRUCTION PROJECTS

**EFFECTIVE DATE:** JULY 14, 1993

**SUPERSEDES:**

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**Purpose:**

To establish Board of County Commissioners' authorization and approval for final payment of construction projects.

**Policy:**

The Board of County Commissioners' authorizes County staff to process documentation for final payment to the Clerk of the Circuit Court for issuance of a check as final payment on construction projects.

**Responsibilities:**

The Board of County Commissioners is to be updated on the final completion of projects through the quarterly update of the status of the Capital Improvements Program (CIP). Each department managing a project is responsible for processing documentation for final payment to the Clerk of the Circuit Court for issuance of a check as final payment on the construction project.

**Approved By:** Board of County Commissioners  
**Approval Date:** July 14, 1993