

QUALITY ACCEPTANCE INSPECTION CHECKLIST - FLOORING
 (Subject to modifications when required due to change in requirements)

PURCHASE ORDER (PO) #: _____

ITEM DESCRIPTION: _____

VENDOR NAME: _____

LOCATION: _____

	Yes	No	N/A
Is flooring installed so that there are no wrinkles or bubbles?			
Are all edges cut neat and straight?			
Are all edges tight against the wall with no spaces?			
Are all edges free from fraying and jagged cuts?			
Are all seams inconspicuous?			
Are doorways and high-traffic areas free from perpendicular seams?			
Is there excess adhesive in joints, on wall, or cove base (if installed)?			
Are all seams flush with no lippage?			
Is carpet and/or tile uniform in color and design, unless otherwise specified?			
Is the carpet nap going in the same direction in all connecting rooms?			
On stairs, does the leading 2" of all steps have a visual contrast of dark-on-light or light-on-dark to conform to ANSI A117.1 Standard?			
Does installation conform to ADA requirements?			
Are changes in level between ¼" to ½" beveled with a slope no greater than 1:2?			
Are changes in level greater than ½" accomplished by means of a ramp?			
Is carpet texture a level or textured loop, level cut pile or level cut/uncut pile?			
Is carpet pile thickness not greater than ½"?			
Are exposed edges of carpet fastened to the floor and do edges have trim along the entire length of the exposed edge?			

Cove Bases			
Are cove bases firmly attached to walls without any gaps at the top?			
Are cove bases contacting flooring material?			
Are cove base joints at least 12" from any corner?			

Transition Strips			
Are transition strips in doorways one continuous piece?			
Are transition strips securely attached with no gaps that could create a trip hazard?			

*Submit inspection report to agency procurement office.
 Procurement office MUST incorporate into procurement file.*

	Yes	No	N/A
Are transition strips installed over flooring material so that no carpet or tiles edges are exposed?			

Edge Caps			
Are edge caps securely attached to floor?			
Are edge cap internal and external corners mitered (no butt joints)?			

Any nonconformances found during the inspection shall be repaired by the Vendor, at their cost, prior to passing inspection.

Image(s) of Flooring

*Submit inspection report to agency procurement office.
Procurement office MUST incorporate into procurement file.*