



FINAL – WALK THROUGH ENGINEERING DEPARTMENT PROJECT CHECKLIST

(To be completed PRIOR to final walk through)

PROJECT: _____

NOTE: THIS LIST IS NOT INTENDED TO BE ALL INCLUSIVE OF OUTSTANDING ITEMS; IT IS MEANT AS A GUIDE TO ASSIST IN THE PROCESS OF REACHING FINAL ACCEPTANCE BY CITY STAFF. EACH ITEM SHOULD BE INITIALED BY THE CONTRACTOR AND THEN SIGNED AND DATED ON EACH PAGE BEFORE FORWARDING TO THE ENGINEERING INSPECTOR.

I. GENERAL:

- 1. All fees are paid.

II. AS-BUILTS:

- 1. Provide as-builts (electronic version in AutoCAD, .tif and .pdf format).
- 2. Provide maintenance bonds. 2 years, 20% of public improvements (easements or ROW). Developer or general contractor is responsible for entire project (i.e. **bond(s) for** – paving, utility, etc.).

III. FRANCHISE UTILITIES:

- 1. Electric (100% installed)
- 2. Gas (100% installed)
- 3. Phone (100% installed)
- 4. Cable TV (100% installed)

IV. EROSION CONTROL:

- 1. Silt fence has been maintained.
- 2. Curlex along parkways and channels/swales/ponds and medians.
- 3. Seeding parkways.
- 4. Restore and re-vegetate the off-site easements, disturbed areas, and install permanent erosion control matting if vegetation has not reached 70% coverage.
- 5. Leave inlet protectors to COG specs in front of inlet boxes. Once final vegetation in place (70% cover), silt fences, inlet protectors and erosion protection removed.

V. STREET LIGHTS:

- 1. Installed and operable.

VI. SIDEWALKS:

- 1. Barrier free ramps – poured and painted.
- 2. Thoroughfare and common areas with 5' sidewalk.
- 3. All barrier free ramp sidewalks installed prior to release of subdivision or commercial property.
- 4. Areas surrounding screening walls will be cleaned if the wall is installed after subdivision acceptance is granted. Proper slope between the sidewalk and right-of-way.

VII. STORM:

- 1. Clean and grout all drainage structures.
- 2. TVing after franchises and utilities are completed.
- 3. Rip Rap on top of headwall & downstream of headwall outlet.
- 4. Drainage swales/channels graded to specs, sod established or curlex in place.
- 5. Any field joints on storm sewers to be inspected prior to pouring.

DEVELOPER REPRESENTATIVE'S INITIALS

VIII. PAVING:

- | | |
|--|---|
| | 1. Prior to pouring of concrete, call for inspection of sub-base, forms and reinforcement. |
| | 2. Lab reports received. (Density, concrete strength/psi, subgrade.) |
| | 3. Pavement cored & reported (time frame). (See preconstruction list for more information.) |
| | 4. All joints sealed. |
| | 5. All cracks grouted and sealed. |
| | 6. Streets are swept and cleaned. |
| | 7. All guardrails and barricades must be properly installed and marked. |
| | 8. Check pavement for water pockets or holding water. |
| | 9. Traffic signs and buttons have been installed. |
| | 10. Median paving stones have been installed. |
| | 11. Repair all curbs and pavement defects. |
| | 12. Backfill all parkways and medians to grade. |

IX. SEWER LINES:

- | | |
|--|--|
| | 1. Manholes set to grade with grade rings, cleaned. Grouted and epoxy coating applied. |
| | 2. Cleanouts set to grade, cleaned and capped. (May move to do away with end of line cleanouts.) |
| | 3. Pressure test on sewer lines. Primary TV test the sewer lines. Air test and mandrel through sewer lines. |
| | 4. Re-air test sewer lines, AFTER franchise utility installation. |
| | 5. Curb marked for manholes (MH green), curb marked for sewer service (3" double notch green), curb marked for cleanouts (CO green). |
| | 6. Adjust MH's and CO's 1" above surrounding sod when in parkway. |
| | 7. Match MH's and CO's to paving or sidewalk. |
| | 8. Lab reports on backfill densities. |
| | 9. Vacuum test the MH's. |

X. WATER LINES:

- | | |
|--|--|
| | 1. Blow-offs and air release assembly as per specifications. |
| | 2. Are all valves operable and to grade. |
| | 3. Pads poured around valve stacks at finished grade. |
| | 4. Valves no deeper than 4' without extension. |
| | 5. Services to proper grade and operable ensuring the water flows through the line. |
| | 6. Set meter cans to grade. All meter cans touch read. |
| | 7. Fire hydrants turned in proper directions, painted, set to grade, 2 x 2 pads at bury line and proper distance from curb 2' to 4' and not in the sidewalk. |
| | 8. Curb marked for valves (blue V notch), services (3" long straight notch blue), and blue reflector buttons for FHs. |
| | 9. Lab reports on backfill densities for water lines and services. |
| | 10. Lab reports on water quality (NTMWD bacteriological). |
| | 11. Pressure test of water line and bacteriological (sample). |