



## PRE-CONSTRUCTION AGENDA

**PROJECT:** \_\_\_\_\_

**SWLE No.:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**1. Welcome and Introductions**

- a Sign attendance roster

**2. General Comments**

- a Project shall be built in accordance with the Approved Drawings.
- b Requests for modifications or alterations outside the authority of the inspector shall be submitted by the Engineer for review and approval by the Sewer Utility prior to implementing the changes in the field.
- c Contact person for Sewer Utility is Pete Young. He can be reached by phone at (253) 798-4133 or by email at [pyoung@co.pierce.wa.us](mailto:pyoung@co.pierce.wa.us).
- d As work progresses, keep work area and premises in a neat and orderly condition, managing and properly disposing of debris and excess material.
- e Standard specifications, standard details, and standard forms are available on Pierce County's internet website at:  
[www.piercecountywa.org/pc/abtus/ourorg/pwu/sewer/constrinspec.htm](http://www.piercecountywa.org/pc/abtus/ourorg/pwu/sewer/constrinspec.htm)

**3. Inspections**

- a Inspections will be performed on a regular basis and as work progresses. Normal work hours are 7:00 am - 3:30 pm. Overtime approval will be required from owner for administrative and office related work.
- b The Owner shall understand that all work by the Sewer Utility related to the project is performed on a time and materials basis until completion and acceptance of the project. This includes the inspection for maintenance bond release for public systems. This inspection occurs approximately 10 months after final acceptance.
- c The Contractor shall call the Sewer Utility Division (253-798-4050) and notify the inspector when work is in progress. If the Contractor fails to keep the Sewer Utility inspector aware of construction activities, the Contractor may be required to expose a portion or all of the work that was performed without the benefit of inspection.

#### 4. **Related Permits**

- a Right-of-way work is governed by the jurisdiction having authority, and the terms and conditions stated on the permit. [review requirements, particularly work hours].
- b Right-of-way permit shall be in effect at the time of the preconstruction meeting. This means the permit is either “activated”, “issued”, “approved”, etc. depending on the jurisdiction’s vernacular.
- c SWSR permits: coordinate work with SWLE work.

#### 5. **Traffic Control**

- a The Contractor shall provide proper signing, traffic control devices, and lighting in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), and traffic control plan approved by the authority having jurisdiction.

#### 6. **Backfill**

- a Approved sources for trench backfill.
  - i Gradation, and sand equivalency test results on file.
  - ii Proctor(s) on file for each source.
- b Construction requirements and compaction testing [Ref. Sec. 3.8.9 of Standard Specifications]
  - i Bedding material shall be pea gravel only.
  - ii Pipe bedding 6-inches beneath pipe and 12-inches over top of pipe for width of trench.
  - iii 95% compaction throughout entire trench restoration section
  - iv Compaction test reports shall describe all test locations to the extent that the locations can be plotted on the plan and profile of the Approved Drawings.
- c Alternative Trench Backfill Material
  - i Testing and reporting requirements. All reports shall be emailed to the inspector or faxed to the inspector at (253) 798-4674.
- d Trench Dam [ref. Sec. 3.16 Standard Specifications]
  - i Constructed of controlled density fill (CDF) in accordance to the dimensions provided in the Standard Details Manual.
  - ii Trench dam shall extend 1 foot above the top of the initial backfill (pea gravel).
  - iii Contractor shall provide a proposed mix design to the County for approval prior to use. No “dry pack” CDF will be allowed.
  - iv 28-day design strength: minimum = 50 psi; maximum = 300 psi.
  - v Acceptance of CDF shall be based upon certified load ticket (manufacturer’s certificate of compliance) for each truckload.

**7. Safety**

- a The Contractor along shall be responsible for worker safety and Pierce County assumes no responsibility.
- b Contractor shall comply with Washington Industrial Safety and Health Act (WISHA) and WAC 296-155, Safety Standards for Construction Work.
- c Contractor shall provide a “protective system” for excavations which are 4 feet or more in depth.

**8. Pipeline Construction**

- a Pipe designed at or near minimum grade per DOE shall be as-built surveyed at each manhole as the work progresses [table provided in Section 4.18.7 of Std. Specs.].
- b Engineer to email or fax inspector with field as-built, which is stamped, signed, and dated on a per run basis.
- c Engineer shall provide precise survey measurement of the horizontal and vertical position of the end of an 8-inch stub, including the invert elevation, calculated pipe slope, and measured coordinates.
- d Pipe shall be laid up grade from the point of connection unless otherwise approved. Pipe which is not laid in such a manner shall be as-built surveyed similar to pipe designed at minimum grade (i.e., item “b” and “c”, above).
- e Vertical Separation
  - i Standard vertical separation for water lines is 3 feet above the sewer line and 1.5 feet for all other utilities measured from the outer wall of the pipes.
  - ii Concrete encasement will be allowed for water lines crossing at less than 3 feet but no closer than 1.5 feet. For other utilities a 0.75 foot clearance will be allowed.
  - iii If standard clearances cannot be obtained, than either the sanitary sewer shall be concrete encased or ductile iron pipe shall be used.
- f Horizontal Separation
  - i Two (2) feet minimum horizontal separation is required between pressure side sewer stubs.
  - ii Two (2) feet minimum horizontal separation is required between gravity stubs on opposing sides of the sewer main.
  - iii Ten (10) feet minimum horizontal separation is required between gravity side sewer stubs on the same side of the sewer main.
  - iv Five (5) feet minimum horizontal separation is required between side sewer stubs and the outer wall of manholes unless the stub is connected to the manhole.

**9. Side Sewers**

- a Review Standard Details
  - i 2% minimum slope
  - ii Provide plastic film warning & tracer tape.
  - iii Provide 2”x 4” at the end of the side sewer stub adjacent to the right-of-way or easement line.

- iv The 2"x 4" stake shall be painted white, and the invert elevation clearly marked with black enamel paint.
- v Side sewer depth at the property line shall not exceed 8 feet unless approved by the Sewer Utility.
- vi Minimum cover over pipe shall be 5 feet in driving surfaces and existing/proposed right-of-way and 3 feet in non-driving surfaces. Ductile iron pipe may be used where 5 feet of cover cannot be obtained, but in no case shall the cover be less than 3 feet.

## 10. Manholes

- a Jet Set mortar shall NOT be allowed for joint repairs or grouting due to H<sub>2</sub>S corrosion.
- b All concrete manholes require GU base sections pre-channeled in accordance with the approved plans.
- c Watertight gasketed bells to suit specific pipe type and grade alignment.
- d Manhole base to be set on 4" min. to 8" max 3/8 pea gravel base.
- e All pick holes shall be filled with grout.
- f Grade rings: 12" max, 4" min. Maximum of 2 grade rings on new manholes.
- g Joint sealant system: synthetic rubber gasket plus pre-formed joint sealant (Kent Seal).
- h Frame & Covers – Review details for public and/or private castings.
- i Exterior of concrete manholes shall be coated with a bituminous coal tar epoxy coating, minimum 50 Mils DFT.
- j Locking Plugs: Review policy. Install in 1<sup>st</sup> manhole upstream from point of connection, on downstream side, w/o interruption to any existing S/S flow.
- k When connecting to an existing SSMH, pipe to manhole connection requires a **Kor-n-Seal boot**. Coring should continue through bench as far as practical and into manhole channel if possible. (Note: Field coring is not allowed on new SSMH's fabricated incorrectly).
- l Fittings and hardware for inside drops shall be stainless steel.

## 11. CCTV Inspection

- a CCTV level of service policy.
  - i 5 working days notice prior to inspection.
  - ii Manholes to be raised as close to existing grade as possible, providing clear safe access for inspection crew.
  - iii All mains and manholes cleaned by Vac Truck prior to TVI.
  - iv 1<sup>st</sup> TV inspection is free. Subsequent TV inspections are charged to T&M account.
  - v **All defects** (e.g., sags, pulled joints, etc.) that generate a rating shall be repaired.
  - vi TV crew completes 8-10 runs per day on an average. To avoid overbooking, and for larger projects, schedule CCTV inspections in increments of approximately 10 runs, as work progress.

**12. Air & Vacuum Testing, Punch List**

- a. 24 hour notice for scheduling of Air and Vacuum tests
- b. Mainline air test after all joint utility trenching completed and CCTV inspection.
- c. Air test lines prior to paving
- d. Vacuum test manholes after paving and frames and covers have been adjusted to finish grade.
- e. Written punch list, as appropriate, will be provided to contractor at time of vacuum testing.

**13. Cleanup & Restoration**

- a. Site cleanup and restoration work shall be performed in accordance with the Sewer Utility Standard Specifications and all requirements of the jurisdiction having authority in public ROW. Particular attention should be given to terms and conditions on the ROW permit.
- b. Public Easement Release Statements.

**14. As-Builts**

- a. Provide two (2) sets for review. Include As-Built Checklist with each submittal. Incomplete submittals or submittals without the checklist may be returned without review.
- b. When as-builts are acceptable, inspector will call and request three (3) sets for signature.
- c. Provide construction cost letter on contractor's letterhead using the example form provided in the Contractor's preconstruction packet. Include cost for protective coatings.

**15. Maintenance Guarantee**

- a. Application
  - i. All public sanitary sewer improvements
  - ii. Public and private systems when alternative materials are used.
- b. Types of instruments for maintenance guarantees [standard forms available on Pierce County's internet website as:  
[www.piercecountywa.org/pc/abtus/ourorg/pwu/sewer/eng/forms.htm](http://www.piercecountywa.org/pc/abtus/ourorg/pwu/sewer/eng/forms.htm)
  - i. Maintenance Bond
  - ii. Assignment of Funds in lieu of Maintenance Bond.
- c. Amount of maintenance guarantee
  - i. Public systems: \$5,000.00 or 10% of the approved construction costs for the sanitary sewer improvements, whichever is greater.
  - ii. Public and private systems using alternative trench backfill material: 10% of the total construction costs.
- d. Performance period
  - i. 12 months from date of acceptance.
  - ii. Alternative materials: 24 months from date of acceptance.

Notes / Topic Discussed:

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