

SWLE Construction File Checklist

Project Inspector		Public/Private	Commercial/Residential
Project Name			SWLE #
Related SWSR Permits			
DATE			
1.	SWLE Permit Issued?		
2.	Trench Backfill Material Approved?		
	Native	Alternative	Import
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Pre-Construction Meeting Held?		
4.	ROW Permit Activated?		
	ROW Permit #	ROW Permit AHJ	
	<input type="checkbox"/>	<input type="checkbox"/>	
	Road Closure Start	Road Closure Expiration	
	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Construction Started?		
6.	Locking Plug Installed?		
	Plug #	SSMH #	CSR #
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Compaction Tests (Mainline and Side Sewer Trench) Passed?		
8.	CCTV Inspection:	Date Started	Date Passed
		<input type="checkbox"/>	<input type="checkbox"/>
9.	Air/Hydrostatic Testing:	Date Started	Date Passed
		<input type="checkbox"/>	<input type="checkbox"/>
10.	Final Paving Completed?		
11.	Punchlist:	Date Given to Contractor	Date Completed
		<input type="checkbox"/>	<input type="checkbox"/>
12.	Vacuum Testing:	Date Started	Date Passed
		<input type="checkbox"/>	<input type="checkbox"/>
13.	Access Prevention Bolt(s) Installed?		
14.	As-Builts:	Received	Completed
			Supervisor Init.
	1st Submittal	<input type="checkbox"/>	<input type="checkbox"/>
	2nd Submittal	<input type="checkbox"/>	<input type="checkbox"/>
	3rd Submittal	<input type="checkbox"/>	<input type="checkbox"/>
	4th Submittal	<input type="checkbox"/>	<input type="checkbox"/>
			Date Accepted
			<input type="checkbox"/>
15.	Contractor's Construction Cost Breakdown Letter Accepted?		
16.	Asset Capitalization Breakdown Routed to Asset Management?		
17.	Project Turned Over to AHJ for ROW Restoration?		
18.	End-of-Project Financial Guarantee Accepted/Beginning-of-Project Financial Guarantee Released?		
19.	TNM Account Current?		
20.	Locking Plug Removed/CSR Resolved?		
21.	ROW Permit Finalled/Approved by AHJ?		
22.	Pump Station Utility Transfer Form Routed to Collections/Maintenance?		
23.	Final Acceptance (FN/AP) Entered in PALS+:		SWLE Permit
			Related SWSR Permit(s)
			Hold Released on BPRS or BPCO Permit(s)
24.	Final Acceptance Letter Mailed to Owner?		