

CONSTRUCTION DRAWINGS CHECKLIST	Project Number	
Site Name	Submittal #	Date
Address		

Water Department

GENERAL REQUIREMENTS

	Yes	No	Not Applicable	Comments
1. Is there horizontal (physical distances to at least two landmarks) and vertical control (temporary benchmark) to identify where the project is to be built and is stationing correct?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is a location map shown? Is the proper location identified as "Project Location"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Are match lines required? Are they identified and stationed properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Are widths of pavement, curbs, driveways, and sidewalks shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Are survey markers and bench marks shown and identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Are widths of all rights-of-way shown on all streets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is there a profile shown directly below the plan view and are cross sections shown where necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Are proposed grade and existing grade shown over the proposed water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Are all existing and proposed utilities shown and located?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Are all trees within 10 feet of the water main shown and is clearance between the trees and water main adequate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Have the plans been signed and sealed by the Registered Professional Engineer responsible for this project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Are all street names properly shown and clearly labeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Is the north arrow shown on all streets properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. Is the proper drawing scale shown, are plans drawn to scale?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. Are all items shown in plan view in agreement with the symbols/cover sheet legend?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16. If an easement is required, is it properly shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17. Are all necessary Department Standard Details included in the plan "Detail Sheets"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18. Are there any additional or special notes to be added to the plans that are stated on the Checklist "Comments Sheet"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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19. Is a "Revisions" box included on each sheet of the plans and is it accordingly marked and dated when revisions are made to the plans? Does the "Revisions" box include date, revision desc., & the initials of the person who revised the plans?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
PIPELINE				
1. Does the water main have sufficient clearance from other utilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Are crossing utilities shown in profile and/or cross sections?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Are invert and/or top elevation of all intersecting utilities on the profile view specified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Is pipe cover specified in the profile?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Whenever the water line route crosses existing pavement, is the method of crossing shown on the plans and specified, i.e. jack and bore, open cut?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Do jack & bore casings extend to at least 8 feet beyond the edge of pavement in F.D.O.T. or Hillsborough County rights-of-way?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. If a jack & bore is planned, is a cross-sectional detail of the jacking included? Is the casing pipe diameter, class and thickness specified in the details and in the profile views?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. For ductile iron pipe, is the maximum allowable deflection in degrees per joint noted on the plans, and are station and offset of the BEGINNING and ENDING of deflections called out?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. If PVC pipe is used for water mains, is the max. allowable longitudinal bending radius noted on the plans and the "Maximum Allowable Bending Radius" Table included on each Water Facilities plan sheet? Are the station and offset of the BEGINNING and ENDING of the allowed PVC pipe bending labeled and stationed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
10. If PVC pipe is used for water mains, do the plan General or Construction Notes contain all Department specifications for PVC pipe installation? Are all Department PVC pipe Standard Detail Sheets included in the plan's Detail Sheets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
11. Are areas where polywrap is required noted, i.e gas line crossing, corrosive soils?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
12. Are the size and type of pipe shown for all existing and proposed water mains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
13. Are size and type of pipe consistent with Department requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
14. Are all necessary pipes shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
15. Is ductile iron pipe (only) used under collector or arterial roads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
16. Is the appropriate "Restraint Length" table included in the plan Detail Sheets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
17. Are all trees and roots within the limits of the water pipe line trench designated for removal and disposal? Are proposed tree plantings at least 10 feet from the water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

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18. Is the appropriate separation shown between metal gas lines and water mains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
19. Are sample taps shown on all mainlines, spaced at distances not exceeding 1,200 feet, at the end of all dead-end lines and at the end of all branch runs? Are chlorine injection points labeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
VALVES – FITTINGS - TAPS				
1. Are all valves, fittings and bends shown and labeled in the plan view for horizontal bends and/or in the profile for vertical bends?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Are the proper number, location and type of valves provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Are valve boxes called out for each valve installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Are bends and offsets minimized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Are restrained joint lengths and locations properly calculated and then labeled in the profile view, i.e. from beginning Station to ending Station "Restrained All Joints"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Are hot taps off existing water mains noted as only being performed by "City of Tampa Water Department Personnel or Water Department Approved Contractor"? Is the hot tap properly labeled with Developer responsibilities (as defined in the TWD Tech. Specs) and Department contact numbers to perform the tap?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
HYDRANTS AND SERVICES				
1. Are hydrant assemblies properly drawn (including gate valve and a call out for the valve box) and proper installation methods called out?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Are fire hydrants provided at not more than 450 feet spacing to meet Department requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. In cul-de-sacs and for dead-end lines, is the maximum distance from the last hydrant to the back of the farthest structure 450 feet or less?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Are fire hydrant bottom flange elevations set at proper elevation and distance from the curb?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Are all proposed services shown which run under pavement and is sizing consistent with Department requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Are PVC sleeves or steel casings shown to be used with long-side meter services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

