

Clay County Utility Authority Inspection As-built Check List

General Comments

- ☐ Ensure the name of the project is spelled correctly on the cover sheet
- ☐ Ensure an Index of pages is included
- ☐ Ensure the location map is correct for the project

Water

- ☐ Ensure Street Names and Center Lines are included in the As-built
- ☐ No Diagonal Measurements unless in Cul-De-Sacs
- ☐ Ensure sample points locations match the lab report locations
- ☐ If sample point is not a service, 2 tie downs required
- ☐ Verify that road names are called out
- ☐ Verify that the sheet name at far right calls out appropriate Water sheet and Project name .
- ☐ Check that all mains are properly installed in proper location.
- ☐ Pipe sizes are correct, and pipe material is called out.
- ☐ Verify that Wet taps are called out properly and tied down Horizontal and vertical.
- ☐ Check that private backflows are added to as-builts and called out private.
- ☐ Check for all services, long side, and short side. 2 tie downs horizontal and vertical needed on each.
- ☐ Check all fittings and callouts, make sure they have two tie downs.
- ☐ Check all Case A and Case B crossings. 2 tie downs horizontal and vertical for each fitting.
- ☐ Check all case A and B crossing bends are identified as turned and identify angles.
- ☐ Check all gate valves are installed in proper locations with call out boxes and 2 tie downs needed.
- ☐ Check all locate wire box locations for correct installation and 2 tie downs horizontal and vertical.
- ☐ Make sure all sample points are called out on water main and are correct distance.
- ☐ Check call outs for private utilities are not marked as owned by CCUA.
- ☐ Check all fire hydrant locations for proper call out and double tie downs.
- ☐ Check wire boxes (which are not gate valves) are called out as a locate wire box and not a gate valve
- ☐ Check all ARV Locations make sure call outs and tie downs are correct.
- ☐ Check all flushing hydrant locations, check for tap cap call out and 2 tie downs.
- ☐ Check asset table for all fittings. If item is missing, call it out.

Reuse

- ☐ Ensure Street Names and Center Lines are included in the As-built
- ☐ No Diagonal Measurements unless in Cul-De-Sacs
- ☐ Verfiy that Road names are called out
- ☐ Verify that the sheet name at far right calls out appropriate Reuse sheet and Project name .
- ☐ Check that all mains are properly installed in proper location.
- ☐ Pipe sizes are correct, and pipe material is called out.
- ☐ Verify that Wet taps are called out properly and tied down Horizontal and vertical.
- ☐ Check for all services, long side, and short side. 2 tie downs needed for each.
- ☐ Check all fittings and callouts, make sure they have two tie downs.
- ☐ Check all Case A and Case B crossings. 2 tie downs horizontal and vertical for each fitting.
- ☐ Check all case A and B crossing bends are identified as turned and identify angles.
- ☐ Check all gate valves are installed in proper locations with call out boxes and 2 tie downs.
- ☐ Check all locate wire box locations for correct installation and 2 tie downs.
- ☐ Check call outs for private utilities are not marked as owned by CCUA.

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<input type="checkbox"/>	Check wire box (which are not gate valves) are called out as a locate wire box and not a gate valve
<input type="checkbox"/>	Check all ARV Locations make sure call outs and tie downs are correct.
<input type="checkbox"/>	Check all flushing hydrant locations, check for tap cap call out and 2 tie downs.
<input type="checkbox"/>	Check asset table for all fittings. If item is missing, call it out.

**Force Main**

<input type="checkbox"/>	Ensure Street Names and Center Lines are included in the As-built
<input type="checkbox"/>	No Diagonal Measurements unless in Cul-De-Sacs
<input type="checkbox"/>	Verify that Road names are called out
<input type="checkbox"/>	Verify that the sheet name at far right calls out appropriate Force Main sheet and Project name .
<input type="checkbox"/>	Check that all mains are properly installed in proper location.
<input type="checkbox"/>	Pipe sizes are correct, and pipe material is called out.
<input type="checkbox"/>	Verify that Wet taps are called out properly and tied down Horizontal and vertical.
<input type="checkbox"/>	Check all fittings and callouts, make sure they have two tie downs.
<input type="checkbox"/>	Check all Case A and Case B crossings. 2 tie downs horizontal and vertical for each fitting.
<input type="checkbox"/>	Check all case A and B crossing bends are identified as turned and identify angles.
<input type="checkbox"/>	Check all gate valves are installed in proper locations with call out boxes and 2 tie downs.
<input type="checkbox"/>	Check all locate wire box locations for correct installation and 2 tie downs horizontal and vertical.
<input type="checkbox"/>	Check call outs for private utilities are not marked as owned by CCUA.
<input type="checkbox"/>	Check wire box (which are not gate valves) are called out as a locate wire box and not a gate valve
<input type="checkbox"/>	Check all ARV Locations make sure call outs and tie downs are correct.
<input type="checkbox"/>	Check asset table for all fittings. If item is missing, call it out.

**Gravity sewer**

<input type="checkbox"/>	Ensure Street Names and Center Lines are included in the As-built
<input type="checkbox"/>	No Diagonal Measurements unless in Cul-De-Sacs
<input type="checkbox"/>	Verify that Road names are called out
<input type="checkbox"/>	Check all manhole numbers and manhole locations. Every manhole will have 2 tie downs.
<input type="checkbox"/>	Check that all sewer services are installed corresponding with Project plans and have 2 tie downs.
<input type="checkbox"/>	If a manhole has a drop installed, make sure that the drop is noted on the callout for the as built.
<input type="checkbox"/>	Verify that slopes, pipe footages, material, and sizes are called out between each run of gravity sewer.
<input type="checkbox"/>	Check invert directions with compass on as-builts for each manhole.
<input type="checkbox"/>	Every straight through piped manhole must have .05 fall. Every 90-degree piped manhole must have .10 fall.
<input type="checkbox"/>	Check 6" services out of manholes. Make sure elevations and pipe sizes are called out.
<input type="checkbox"/>	Check slopes between manholes.

**Lift station**

<input type="checkbox"/>	Check location and tie downs on force main valves to lift station.
<input type="checkbox"/>	Check water service and gate valve feeding lift station to termination point at backflow. 2 tie downs required
<input type="checkbox"/>	Check wet well invert Elevation, bottom of wet well Elevation, and top of wet well elevation.
<input type="checkbox"/>	Check quick connect at backflow is in the proper direction facing the wet well