

DALTON UTILITIES
“Safety First...Service Always”

PRE-CONSTRUCTION CHECKLIST

Date: _____

Contractor Name: _____ Phone: _____

Contract Job Description: _____

Contractor’s Supervisor in Charge: _____ Phone: _____

1A Certification # _____ Email: _____

Mobile: _____

Contractor’s Emergency Contact: _____ Phone: _____

Email: _____

Mobile: _____

Dalton Utilities Stormwater Manager: _____ Phone: _____

Email: _____

Mobile: _____

Dalton Utilities Alternate Contact: _____ Phone: _____

Email: _____

Mobile: _____

Site Owner / Developer Contact: _____ Phone: _____

Email: _____

Mobile: _____

Site Design Engineer Contact: _____ Phone: _____

Email: _____

Mobile: _____

- Proof of Notice of Intent (14 day waiting period).
- Land Disturbance Application and Stormwater Permit Application.
- Proof of Payment of Land Disturbance (EPD and Dalton Utilities) and Stormwater Fees.
- State Waters Buffers Variance and/or US Army Corps of Engineers Wetlands Variance.
- Notice to Proceed/Project Start Date/Project Completion Date.
- Owner shall provide detention pond post-construction (record) drawings at least two weeks prior to requesting a certificate of occupancy so that the post-construction conditions may be verified and approved. Certified record drawings shall include topography of pond and outlet structure detail using post-construction survey data. Using record drawings provide a certified hydrology report verifying pond volumes and peak outflows from regulated storm events.

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- 7- Day Inspection and Copy of Results from Design Engineer.
- Required Inspections and Inspection Records.
- Sampling and Reporting Requirements.
- Review Approved Plans.
- Process for Changes to Plans.
- Site Investigation/Project Interferences.
- Equipment/Material Certifications.
- Personnel/Worker Certifications.
- Contractor/Developer Responsibility for Installing New Utilities on Proper Grade.
- As-Built Drawings of Storm Sewer service– Must be provided by contractor performing work for the developer.
- Punch List Items – Project will not be approvable until all punch list items have been addressed by the Contractor
- Project/Material Security
- Letter of Credit (if applicable)
- 1 Year Warranty
- Lien Waiver (if applicable)
- Provide copy of filing for NOT (Notice Of Termination) prior to issuance of CO.

In addition to the project specifications and contract requirements, I understand the issues, as listed above, associated with this project and the requirements which our employees and subcontractors must comply with while working on this project.

Contractor Representative: _____ Date: _____

Owner / Developer Representative: _____ Date: _____

Dalton Utilities Representative: _____ Date: _____

Design Engineer Representative: _____ Date: _____