| **Client** | | Wollongong City Council | | | **ITP CHECKLIST FOR:**  **Utilities (Excl. Water, Streetlights and Traffic Signals)** | **Work Area:** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract No. #** | |  | | | Utilities | |
| **Contract** | | West Dapto Road Upgrade (Stage 1) | | | ITC007 (ITP007) | |
| **Lot Details & No** | |  | | | **Underlying Lots:** | |
| Activity No.# | Description | | Requirements / Reference | Acceptance Criteria | | Inspection | Comments / Attachments |
| 1 | **Preparation Works** | | Project Safety Plan, Project Environment Plan | * All site personnel inducted, required SWMS completed and signed, Safety Plan approved * ERSED controls installed on site, air quality visually monitored for dust etc due to construction activities, Environment Plan approved * Contact DBYD and complete excavation permit, extent of works set out with survey pegs | |  |  |
| 2 | **Design Documentation** | | WCC 1391 Cl 2 | * **HOLD POINT:** * Prepare documentation based on the concept drawings, including conduit alignment and chainages, obstructions, number and types of conduits, any pits and lid details * Prepare a design report including choice of cable route, reasoning behind pit locations, site specific environmental requirements, reasoning for any variations to the concept design | |  | * **HOLD POINT: \_\_\_\_\_\_\_** |
| 3 | **Authority Approval of Design** | | WCC 1391 Cl 2.2 | * **HOLD POINT:** * Provide evidence of the service distributor’s design approval | |  | * **HOLD POINT: \_\_\_\_\_\_\_** |
| 4 | **Utility Construction Materials** | | WCC 1391 Cl 3 | * **HOLD POINT:** * All materials are as per WCC requirements and project drawings, and have been approved for use in the works | |  | * **HOLD POINT: \_\_\_\_\_\_\_** |
| 5 | **Set Out of Works** | | WCC 1391 Cl 4.1 | * **HOLD POINT:** * Set out the location, lengths and levels of the cable network and pits, as documented at least 1 day prior to commencing excavation | |  | * **HOLD POINT: \_\_\_\_\_\_\_** |
| 6 | **Installation of Utility Assets** | | WCC Cl 4.2, 4.3 | * Lay conduits in straight lines parallel or normal to the carriageway, avoid unnecessary bends. Install and provide required cover as per drawings * Set pits flush with finished level of the surrounding area, shape surrounding area * Provide bedding and connect conduits into pit as per drawings * Locate pits as per design documentation and WCC 1391 Cl 4.3 | |  |  |
| 7 | **Backfill Materials and Backfill** | | WCC 0223,  WCC 1391 Cl 4.4 | * Use fill materials suitable for project earthworks * Do not commence backfill until conduit system as been inspected, record survey data prior to backfill * Compact backfill material as per drawings and conduct density and moisture testing * Re-use existing surface materials where possible | |  | * Compaction Test Report |
| 8 | **Testing of Installed Conduits** | | WCC 1391 Cl 4.5 | * **WITNESS POINT:** * Use a test mandrel through each conduit, test completed conduits for ovality at least 14 days after compaction of completed backfill. Provide results to the Client. Immediate replace any damaged sections of conduit | |  | * **WITNESS POINT: \_\_\_\_\_\_\_** |
| 9 | **Marking of Kerbs** | | WCC 1391 | * **WITNESS POINT:** * Mark the face of kerbs, showing the route of conduits (if required) | |  | * **WITNESS POINT: \_\_\_\_\_\_\_** |
| 10 | **Final Inspection (Completion)** | | WCC 1391 | * **HOLD POINT:** * Complete a final inspection with the Client, confirming: * Correct number of conduits installed * Draw wire in each conduit * Pits are free of debris and ingress of water * Pit lids fit securely * Labels on pit lids | |  | * **HOLD POINT: \_\_\_\_\_\_\_** |
| 11 | **WAE Drawings** | | WCC 1391 | * Provide Works As Executed (WAE) Drawings, showing locations of all conduits and pits for each installed utility service | |  | * WAE Drawings |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **REVIEW** | | | | | | |
| Any non-conformances? | YES | NO | Nos: | Closed Out | YES | NO |
| All work has been satisfactorily completed | | | YES | | NO | |
| Name | | | Signature | | Date | |
| **QA ENGINEER / SPE / PE SIGN OFF** | | | | | | |
| Name | | | Signature | | Date | |