| **Client** | | Wollongong City Council | | | **ITP CHECKLIST FOR:**  **Utility Adjustments (Water)** | **Work Area:** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract No. #** | |  | | | Utilities | |
| **Contract** | | West Dapto Road Upgrade (Stage 1) | | | ITC014 (ITP014) | |
| **Lot Details & No** | |  | | | **Underlying Lots:** | |
| Activity No.# | Description | | Requirements / Reference | Acceptance Criteria | |  | Comments / Attachments |
| 1 | **Preparation Works** | | Project Safety Plan | * All site personnel inducted (includes environment and cultural) * Required Safe Work Method Statements completed and signed * Subcontractor’s safety plan/procedure approved | |  |  |
| 2 | **Environment** | | Project Environment Plan | * Installation of soil erosion and sedimentation controls completed in accordance with Soil and Water Specs. * Air quality to be visually monitored for dust etc. as a direct result of construction activities. | |  |  |
| 3 | **Preparations** | | 0223, 1341,  1391 Cl 2 | * DBYD and service locating completed * Water utility design approved and accepted for use | |  |  |
| 4 | **Change Approved Design** | | 1341 Cl 1.6 | * HOLD POINT: If a change to the approved design alignment is required, submit proposal(s) to adjust alignment or position to the Client at least 3 days prior to excavating trenches | |  | * HP: \_\_\_ |
| 5 | **Materials** | | 1341 Cl 2 | * Materials comply to requirements of drawings and Project Specifications | |  |  |
| 6 | **Change Trench Excavation** | | 1341 Cl 1.6 | * HOLD POINT: In the event of unexpected soil conditions, submit details to the Client at least 5 days prior to preparing the trench floor | |  | * HP: \_\_\_ |
| 7 | **Excavation Support Details** | | 1341 Cl 3.3 | * HOLD POINT: Submit details of excavation support to the Client, including permanent stability proposals, at least 5 days before installing these measures | |  | * HP: \_\_\_ |
| 8 | **Inadequate Supporting Foundation** | | 1341 Cl 3.3 | * WITNESS POINT: In the event of inadequate supporting foundation material in any area, notify the Client at least 5 days before preparing the trench floor (if applicable) | |  | * WP: \_\_\_ |
| 9 | **Repair Inadequate Foundation** | | 1341 Cl 3.3 | * HOLD POINT: In the event of inadequate foundation material, submit proposed details for providing adequate foundation to the Client at least 3 days before preparing the trench floor (if applicable) | |  | * HP: \_\_\_ |
| 10 | **Prepare Trench Floor** | | 1341 Cl 3.4 | * WITNESS POINT: Provide notice of the completed trench excavation at least 5 days before placement of bedding | |  | * Compaction test results * WP: \_\_\_ |
| 11 | **Install Pipe and Fittings** | | 1341 Cl 3.5 | * HOLD POINT: Submit notice that the pipe laying, jointing and corrosion protection has been completed, at least 2 days prior to the backfilling of the trench | |  | * HP: \_\_\_ |
| 12 | **Connect to Existing Main** | | 1341 Cl 3.9 | * WITNESS POINT: Provide notice of connecting to the existing main and charging new main at least 5 days prior to connecting to the existing main (if applicable) | |  | * WP: \_\_\_ |
| 13 | **Damaged Existing Main(s)** | | 1341 Cl 3.9 | * HOLD POINT: In the event of corroded or badly damaged existing water mains, submit notice at least 3 days before connecting to the existing main (if applicable) | |  | * HP: \_\_\_ |
| 14 | **Backfill Trenches** | | 1341 Cl 3.10 | * Do not backfill trench until approval is received for installed works * Backfill in dry weather conditions. Re-use existing surface materials where possible to do so. If not feasible, restore the top surface with grass, concrete, asphalt or paving, as per the approved project drawings * Complete compaction testing to Project Specs and drawings, as required | |  | * Compaction test results |
| 15 | **Acceptance Testing** | | 1341 Cl 3.9 | * Complete other testing as required, based on WCC 1341 and drawing requirements * WITNESS POINT: Provide notice of the date for acceptance testing being carried out, at least 3 days before starting acceptance testing | |  | * Test results and documentation * WP: \_\_\_ |
| 16 | **WAE Drawings, Close Out** | | 1341 Cl 3.11 | * Prepare work-as-executed details and operation and maintenance information | |  | * WAE Drawings |

|  |  |  |
| --- | --- | --- |
| **QA ENGINEER / SPE / PE SIGN OFF** | | |
| Name | Signature | Date |