

60 % ENGINEERING QA/QC Review

Project No.: _____

Project Name: _____

Project Manager: _____

Reviewer: _____

Date: _____

GENERAL REVIEW / ALL SHEETS

Notes:*Provide reference materials in comments while developing this checklist.*

	<u>YES</u>	<u>NO</u>	<u>N/A</u>	<u>COMMENTS</u>
Plan has uniform size of text and line weights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check boring & coring log listed property and located on the plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check Excel table sheet numbers are correct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Review and confirm notes and details are modified with municipal requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Confirm municipality is listed properly on notes and details and plan set	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify locations and sizes of existing utilities and that inverts are correct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are all elements being removed clearly identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are all elements remaining clearly identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide notes to protect any resources to remain.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Review and coordinate the removal and demolition plan with the design layout.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are all keynotes cross reference on the drawings correctly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are the keynotes easily understood?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is all product information that is referenced thorough?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Are site furnishings identified in pay items/keynotes and included in the specifications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are the site materials from appropriate climatic region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check lighting spacing (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is irrigation required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has draft of maintenance of traffic been created and discussed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check Rim elevations are correct and listed # of structures reviewed in comments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Typical existing cross-section(s) reviewed and labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Typical proposed cross-sections(s) reviewed and labeled properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify that the pavement sections are correct in existing and proposed cross-sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the HMA Application Table been provided and updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify that the proposed sewer and water is > 10 feet from each other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provided 18" vertical separation between sewer and water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Review Vertical Alignment (K Values & % Grade)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Review Horizontal Alignment (Radius & Super Elevation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are proposed ADA ramps shown with proper removals limits identified for ADA work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify manholes can accommodate pipe sizes and alignment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify Storm and Sanitary Sewer includes inverts, structure elevations, pipes slopes, STA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is potholing required to identify existing utility information and depths?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Confirm existing and proposed utilities do not have conflicts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify proper proposed covers are labeled on structure notes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide minimum cover callouts on proposed water main.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide traffic signal data on plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide SESC Design plan with proposed quantities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide Stormwater Pollution Prevention Plan (SWPPP)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Do details coordinate with local design ordinances?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Confirm all spelling on plan notes, keynotes, and utility callouts (spell check)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Confirm bands in profile have been updated to show correct elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Does the sheet index correspond with all the sheets in the set?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is all sheet numbering correct?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Review geotechnical report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations - If site lighting has been proposed, review photometric requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Have the storm sewer calculations been completed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Have the retention/detention calculations been reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Has the sanitary sewer basis of design calculations been reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Has the water main basis of design calculations been reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Calculations – Has the pavement design been reviewed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – After reviewing the geotechnical report, are there any concerns?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Review site distances and calculations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Review guardrail calculations if applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Review all taper lengths and include them on plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calculations – Has retaining wall calculations been completed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost Estimates – Have calculations on quantities been reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost Estimates – Pay item descriptions match the plans, specs, and special provision.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost Estimates – Review units vs. plans and specifications are industry standards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost Estimates – Review unit pricing compares to industry standards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cost Estimates – Is the proper contingency been applied to the cost estimate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – Sanitary Sewer: has the permit application been developed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – Water Main: has the permit application been developed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – Rule 5/SESC: has the permit application been developed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – MDOT: is an MDOT permit required and been developed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – Drainage Board/Commissioner: Drain permits developed and reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permits – Joint Permit Application: is a permit needed, or not required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permit – SHPO: has the SHPO application been applied for?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Review Comments

