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Pre-Construction Conference Checklist

1. Our District Construction Standards can be found online at www.wcid17.org. Make sure you have the most current revision of these standards. We strongly encourage reviewing these throughout the project.
2. *Change Orders*: must be submitted to all entities associate with the project.
3. Once the water and wastewater lines are ready for installation, a WCID No. 17 inspector must be notified a minimum of 24hours prior to start-time. The inspector will then set up an appointment with the contractor when there is an opening in his schedule.
4. Pictures will not be accepted as an in person inspection. No utility lines will be covered until they have been inspected and passed by the inspector.
5. Erosion control will be in place and maintained at all times.
6. If work is being conducted on more than *five* (5) acres, prepare and implement SWP3. Notice must be posted on-site and submit a copy of the site notice to the MS4 operator. Storm water reports must be submitted to stormwater@wcid17.org.
7. No connections will be made to WCID No.17 existing systems unless an inspector is present or has approved such action. No water mains will be put into service until the bacteriological samples have passed testing. The inspector will notify the contractor when this happens.
8. The contractor will immediately report to the inspector any problems encountered or any damage to the existing utility infrastructure.
9. In-ground lines shall be protected from dirt and rocks to the maximum extent possible. Wastewater lines, which are connected to lift stations or manholes, shall be properly plugged during construction to prevent the entry of any foreign matter into the existing wastewater lines. (*i.e. mud, dirt, animal remains*) All waterlines must be properly plugged with a mechanical plug at the end of each day.
10. Fines:
 - A. Tampering with wastewater manholes, up to a \$2,000 fine.
 - B. Opening or closing WCID No. 17 water valves without a WCID No. 17 representative present is a \$2,000 fine.
 - C. Tampering with a fire hydrant (*opening or closing*) is a \$2,000 fine.
11. The contractor is responsible for the quality of workmanship and the schedule of work.
12. The contractor shall employ only experienced personnel who are familiar with the required work and shall provide full-time supervision by a qualified foreman.
13. Contractor must communicate with WCID No.17 to pay all inspections fees prior to job commencing.
14. All impacts fees must be pay prior to job commencing.