**PPD Construction Administration Checklist**

CM/GC shall be responsible for following inspections and reviews and obtaining PPD approval for the building sub-system for substantial completion.

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| **6** | | Site Underground Potable Water Systems | | Approved for Substantial Completion:  (Required for Substantial Completion Approval by PPD Office.) | |
|  | Inspection/Review Item | **Notice Required** | **Remarks** |
| 1 | Obtain Dig Permit | 72 hours | Contractor requests Dig Permit 72 hours prior to digging. |
| 2 | Wet Tapping | 48 hours | Wet Tap only with approval and in the presence of PPD Operations Engineering. |
| 3 | Piping and thrust blocks/restraints.  Labels and concrete pads for valve box.  BFP indoor & outdoor installation.  Meter/bypass assembly | 24 hours | PPD Operations Engineering must inspect installation / thrust blocks or tie rods, etc. prior to back filing trenches. Thrust blocks with visqueen.  PPD Operations Engineering will inspect labeling and concrete pad of the valve box lid.  Call PPD Operations Engineering to inspect and approve installation. Outdoor hot boxes.  Strainer upstream of water meter. Install bypass valve lock. Install UF Master key Lock. |
| 4 | Warning tape, Tracing Wire | During earth work | Tracing wire for PVC must be attached to non-metallic pipe. Warning Tape 12-18” above pipe. |
| 5 | Flushing & Sterilizing | 24 hours | Must be witnessed & signed off by PPD Operations Engineering.. |
| 6 | Pressure Testing | 24 hours |  |
| 7 | Meter pit cleaned of debris  Gravel in meter pit  Meter Certification | One week prior to SCI | Remove all sand, debris out of meter box. PPD Operations Engineering will inspect to ensure cleanliness.  Meter must read 0-10 K Gal on certification date. |
| 8 | Field/Change order | At all phases | See general notes. |