



As-Built Checklist

(To be used as a guide only and not all inclusive of design requirements)

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General Requirements

- Title block to include engineer's name, address, telephone number.
- Date of as-built submittal, previous, and following revision dates.
- Each as-built sheet must be sealed and signed by a N.C. licensed surveyor – does not include sheets of UC specifications (standard details)
- Each as-built sheet must be signed and sealed by a N.C. licensed engineer.
- All sheets must contain all approved plan information, proposed text is to be struck out with original plan text still legible.
- Place as-built text in red next to approved plan location. Only as-built text should be red, do not show linework as red.
- Water and sewer services are to be within R/W or easement. If not, no additional easement will be given and services will have to be moved.
- Partial as-builts are to match construction drawings and recorded plat.
- Provide digital data.
- Provide two sets of hardcopies.
- Include detail sheets.

Cover Sheet Requirements

- Provide final project name. Reference plat map for partials, not construction phase.
- Add water and sewer permit numbers to the cover sheet.
- In table format provide the following.
 - Recorded plat cabinet and file no.
 - Easement deed book and page number

Overall Sheet Requirements

- Provide final street name(s), property lines, easements, and lot numbers.
- Provide public water and sewer material summary in a table format.
 - Sewer pipe material and length
 - Manhole quantity
 - Lateral quantity separating size and type (domestic or commercial)
 - Water Main material and length
 - Water meter quantity separating size and type (domestic or irrigation)
 - Valve quantity
 - Fire line quantity and size
 - Fire hydrant quantity

Detailed Sheet Requirements

- Indicate all pipe and utility crossings from approved plans
- Include vertical and horizontal separation distance, depth of cover, and pipe material if different from approved plan profiles or call-outs.
- Show any trees, light poles, and/or cluster mail boxes (if not installed, show approved plan locations, but separations apply).
- Label recorded offsite easement with deed book and page number.



- The following statement shall appear on all as-builts and shall be signed by the engineer and show his registration number:



I hereby certify that the water and / or sewer utilities, as shown, have been installed in accordance with the approved construction drawings and specifications and are, to the best of my knowledge, as shown on these plans. I observed the construction (full time/ part time)

Engineer

Date

Registration Number

Water Requirements

- Provide two tie down locations of all water main appurtenance. (ex: Water Main Station + Back of Curb offset).
- On main line, stationing to start (0+00) at connection to existing infrastructure and continue. Only restart station for changes in direction (Tee down another street).
- Provide "blow-up" details on valve clusters (if cluttered).
- Tie-down location of water service termination points (meter boxes), give size of service and location of services (Station and offset). Offset examples are BOC, EOP, water main and fire hydrants. If the service is not part of a water main extension provide two offsets.
- Re-draw profile and/or plan water main and its appurtenances if the length varies by 5ft horizontally or 0.5ft vertically from the approved plans.

Sewer Requirements

- Provide asbuilt information for mains and manholes (rim, invert elevations, metes and bounds, length, slope, etc.).
- Easements on all sewer mains to contain metes and bounds. If bearings vary by more than 1 degree, indicate distance from edge of main to edge of easement.
- Sewer asbuilt information not to be repeated from profile in plan-view will include inverts, grade, stationing, and rim elevations. Length to be shown in both plan and profile.
- Station all services from downstream manhole and show distance in feet from the main lines of the end of the service cleanout. If cleanout comes from a manhole, station the cleanout as MH and provide offset.
- Re-draw profile and/or plan sewer mains and MHs if the length varies by 5ft horizontally or 0.5ft vertically from the approved plans.



Pump Station Requirements

- Provide asbuilts elevations of influent line invert, bottom of wet-well, top slab, pump off, pump on, lead, lag, both pumps on, high water alarm, etc.
- Copy of final shop drawings for all equipment
- Final O&M manuals (3 copies) 3-ring binder bound
- Training (minimum two 4-hour training sessions per piece of equipment to occur between 8:00 a.m. to 5:00 p.m., Monday through Friday)
- Training schedule (2 weeks prior to training session)
- Start-up schedule (2 weeks prior to startup)
- Start up report,
 - Drawdown (provide gauge pressure reading for each pump at draw down).
 - Provide a sign in sheet (required attendance UCW inspector, UCW operations staff, engineer of record or their representative.
 - Each person in attendance will need to state whether the station is acceptable or provide punchlist.

Forcemain Requirements

- Station all bends, air release valves, dummy valves, etc. in plan and profile.

