IPD Stage 1UT2 – Utilities Unit QC Checklist

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| --- | --- |
| **SPOT ID/Project TIP #:** | Click to edit. |
| **County:** | Click to edit. |

Utilities Construction Request

| **Item #** | **Review Item** | **Yes** | **No** | **N/A** |
| --- | --- | --- | --- | --- |
|  | **Utilities Construction Request** | | | |
|  | The project, utility, and facilities are identified in the request. |  |  |  |
|  | The request addresses whether the Department is requested to prepare the utility design. |  |  |  |
|  | The request requests the Department to construct the utilities as part of the roadway contract. |  |  |  |
|  | If there is work the utility intends to perform, the request clearly identifies the extent of that work. |  |  |  |
|  | The utility has been asked if they intend to request betterment of their facilities and, if so, describe the betterment in this request. |  |  |  |
|  | The request is provided on the utility’s letterhead. |  |  |  |
|  | Do not include a reference to cost responsibility beyond the requirements of G.S. 136-27.1. |  |  |  |
|  | The UCR is signed by an authorized utility official. |  |  |  |
|  | **Deliverables** | | | |
|  | The UCR is stored in the project SharePoint folder in the Utilities discipline, Utility Type “Water” or “Sewer,” UT Topic “Agreements.” |  |  |  |

*For items marked* ***No*** *that require further explanation, provide comments or action items in the table below.*

| **Item #** | **Comments and Action Items** |
| --- | --- |
| Click to edit. | Click to edit. |

|  |  |  |  |
| --- | --- | --- | --- |
| ***This checklist may not be comprehensive to every project. All items may not be applicable for smaller projects. It is the responsibility of the reviewer to ensure that an adequate review is performed.*** | | | |
| **QC Reviewer Name:** | | Click to edit. | **Date:** | Click to edit. |
| **QC Reviewer (Signature):** | |  |  |  |