IPD Stage 4UT2 – Utilities Unit QA Checklist

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

4UT1 – UC Plans, Special Provisions, and Estimate

| **Item #** | **Review Item** | **Acceptable** | **Unacceptable** | **N/A** |
| --- | --- | --- | --- | --- |
|  | **Quality Control** | | | |
|  | The latest version of the QC checklist was used. |  |  |  |
|  | QC for UC Plans is submitted and complete. |  |  |  |
|  | QC for UBO Special Provisions is submitted and complete. |  |  |  |
|  | QC for UC Estimate is submitted and complete. |  |  |  |
|  | **Plans** | | | |
|  | The personnel listed on the title sheet are appropriate to the project. |  |  |  |
|  | The plans are clear and legible. |  |  |  |
|  | The design addresses the conflicts. |  |  |  |
|  | The notes do not create contractual obligations between the utility and the contractor or provide for direction of the contractor by the utility. |  |  |  |
|  | The notes don not include the utility owner’s specifications by reference. |  |  |  |
|  | **Special Provisions** | | | |
|  | The latest UC Special Provisions Template was used. |  |  |  |
|  | Specific Owner as-built requirements have been included. |  |  |  |
|  | All special pay items were approved. |  |  |  |
|  | No utility owner specifications were included by reference. |  |  |  |
|  | No contractual obligations between the utility and the contractor have been created. |  |  |  |
|  | Only articles in Division 15 have been modified. |  |  |  |
|  | **Estimate** | | | |
|  | The estimate was entered in the PIQ tool. |  |  |  |
|  | A sheet-by-sheet item count was provided. |  |  |  |
|  | If there are shared costs of betterment, a category was created. A detailed description with quantities was provided for any betterment. |  |  |  |
|  | Special Provision items are entered using Generic Utility Items from the SP section. |  |  |  |
|  | Additional non -utility items such as foundation conditioning material, asphalt repair, and geotech fabric have been estimated. |  |  |  |

*For items marked* ***Unacceptable****, 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.*** | | | |
| **QA Reviewer Name:** | | Click to edit. | **Date:** | Click to edit. |
| **QA Reviewer (Signature):** | |  |  |  |