

TECHNICIAN'S CHECKLIST
SECTION 400
SUBSTRUCTURES

PROJECT: _____

TECHNICIAN: _____

REVIEW DATE: _____

REVIEWER: _____

ACTION	YES	NO	N/A	COMMENTS
Ensure all excavation is performed in accordance with applicable permits.				
Ensure Contractor has a "competent person" on site whenever personnel are in an excavation.				
Follow all safety regulations and procedures pertaining to excavations including sloping or shoring excavation, ingress/egress, fall protection, and confined spaces.				
Check for utility conflicts in areas of excavation.				
For spread footings, check bearing capacity of the bottom of excavation with sounding rods. Check for any requirements for the footing to be "keyed into" or "carried into" rock.				
For pile supported footings, check on need for foundation conditioning material.				
When dewatering an excavation, direct water into an approved erosion control device such as a stilling basin or silt bag.				
Check forms for size, line and grade, squareness, cleanliness, condition, mortar-tightness, chamfered edges, and oiling.				
Fill out Materials Received Report for all materials to be permanently incorporated into the structure.				
Check reinforcing steel for proper storage.				
Sample and test reinforcing steel and bar supports.				
Check reinforcing steel size, type, placement, tying, clearance, splicing, and support.				
Inspect epoxy-coated steel for damage and repair as necessary.				
Identify and prepare areas for concrete testing and cylinder storage.				
Ensure Contractor has an adverse weather plan prior to placing concrete.				
Ensure a certified concrete Technician performs concrete testing.				
Ensure existing concrete is kept wet for a minimum of 2 hours prior to placing adjacent concrete.				
Check weather forecast to anticipate the need for cold weather placing requirements and cold weather protection of concrete.				
Observe concrete placement for conformance with the specifications.				
Ensure the Contractor adheres to restrictions for removal of forms and restrictions for placing loads on structural members.				
Check for proper type, adequacy, and timelines of application for curing of concrete.				
Ensure finishing to the specified class begins upon removal of forms. Notify RE if not begun within a reasonable period.				

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Inspect columns prior to casting checking steel clearance, plumbness, adequacy of bracing, and condition of forms.				
Set or check elevation of top of column forms and calculate cut down to top of concrete.				
Check anchor bolts prior to casting caps for correct length and size, projection, location, and plumbness. Check span length between anchor bolts.				
Check grout pots, if used, prior to casting cap for location and orientation. The fill tube must be accessible after setting girders.				
Set and check bridge seat elevations prior to and after casting caps.				
Check finishing of concrete seats.				
Check application of epoxy coating on top of caps when required.				
Check bearings and sole plates for proper type, location, and orientation.				
Fill any annular space resulting from driving operations with granular material.				