

BRUNSWICK COUNTY CONSTRUCTION CHECKLIST

Project: _____ Phase: _____ Lots: _____

Engineering Firm: _____ Contractor: _____

Date of Pre-Con Meeting: _____ Date of NCDOT Pre-Con: _____

WATER / SEWER / BOTH

Substantial Completion

_____ Engineering Certification for Water

Rec'd from Engineer: _____ PWSS Partial or Final Approval: _____

_____ Engineering Certification for Sewer

Rec'd from Engineer: _____ DWQ Partial or Final Approval: _____

_____ Bacteriological Test Reports (from a N. C. licensed lab)

_____ All Testing Results

_____ Substantial Completion Walkthrough

Note: if older style double meter boxes installed verify direct bury check
valve installed on double boxes Yes: _____ No: _____

_____ Water Indemnity Agreement

_____ Sewer Indemnity Agreement

_____ Copy of Contractor's Utilities License

_____ Copy of Contractor's Certificate of Insurance

_____ Asbuilt record drawings – (1) sealed paper set and a USB flash drive with AutoCAD file (AutoCAD version 2007 minimum) **and** PDFs of all individual sheets; AutoCAD file **must** be georeferenced or asbuilts will not be accepted

Note: Water and /or Sewer Certifications will not be processed without approved asbuilts

Final Acceptance

_____ Paving on all Streets _____ Check for recording fees

_____ Final Walk Through _____ Fixed Assets Amount

Water _____

Sewer _____

_____ Revised Asbuilts (if any changes) _____ Deed of Dedication / Affidavit