
FINAL WALKTHROUGH CHECKLIST

PART I: GENERAL HOUSEKEEPING

- 1.1 All trash, concrete wash out, concrete spillage, and debris has been removed from the site.
- 1.2 Streets have been cleaned and are still clean.
- 1.3 Used or unused construction materials have been removed from the site.

PART II: SANITARY SEWER SYSTEM

- 2.1 All lid covers read City of Friendswood Sanitary Sewer as shown in the City of Friendswood Standard Details.
- 2.2 All lid covers must be clean and free of concrete.
- 2.3 All manhole elevation adjustment rings are grouted appropriately.
- 2.4 Manhole service entrance diameter is thirty-two (32) inches.
- 2.5 All manholes are clean - No debris or mud inside.
- 2.6 Any piping entering a manhole should be grouted watertight so there are no spaces between the pipe and the manhole.
- 2.7 Pipe connections to existing manholes must be cored – NOT chipped or broken.
- 2.8 Finish elevation of manhole cover shall be as stated in Adjusting Manholes, Inlets and Valves Boxes to Grade.
- 2.9 Manhole cover inflow protector is in place.
- 2.10 Service leads are installed and extend a minimum of one (1) foot above finished grade.
- 2.11 Curbs should be painted green at each manhole or service lead aligned with the centerline of that manhole or service lead as specified in Temporary Utility Identification Markings.
- 2.12 Service lead end cap to be completely painted green.
- 2.13 Temporary plug is removed at the point of connection to the existing system.

- 2.14 All manholes shall be opened during the final walkthrough.

PART III: STORM WATER SYSTEM

- 3.1 All lid covers must read City of Friendswood Storm Sewer as shown in the City of Friendswood Standard Details.
- 3.2 All lid covers must be clean and free of concrete.
- 3.3 All manholes or inlets must be grouted smooth on the interior.
- 3.4 All manholes are clean - No debris or mud inside - No standing water.
- 3.5 All inlets are clean - No debris or mud inside - No standing water.
- 3.6 All piping is clean - No debris or mud inside - No standing water.
- 3.7 All inlets must have silt fence protecting front of inlet from debris.
- 3.8 All formwork must be removed from manholes or inlets.
- 3.9 All lifting hook places shall be grouted so no metal is showing.
- 3.10 Pipe protrusions into manholes or inlets must be cut flush with the inner wall of the manhole or inlet and grouted smooth and watertight.
- 3.11 Drainage inverts must be installed within manholes and inlets.
- 3.12 All joint cracks must be grouted appropriately.
- 3.13 All inlet grates must be installed and should be unmarked.
- 3.14 All Inlets and manholes shall be opened during final walkthrough.

PART IV: POTABLE WATER SYSTEMS

- 4.1 All main valves at point of connection to existing system are open and operable.
- 4.2 All main valves within the newly installed system are open and operable.
- 4.3 All fire hydrant valves are open and operable.
- 4.4 All valve covers are free of concrete.

- 4.5 All valve covers are painted blue.
- 4.6 All valve cover boxes are encased in concrete per City of Friendswood Standard Details.
- 4.7 All valve cover boxes are Tyler type “A” valve boxes.
- 4.8 All valve cover boxes are a minimum of three (3) inches above finished grade unless they are contained within a poured sidewalk at the time of the walk through, then they should be painted blue and flush with the sidewalk surface – No trip hazard.
- 4.9 Curbs should be painted blue at each valve, fire hydrant, blow-off, or meter service lead aligned with the centerline of that valve, fire hydrant, blow-off, or meter service lead as specified in Utility Identification Markings.
- 4.10 All valves shall be turned during final walkthrough.

PART V: FIRE HYDRANTS

- 5.1 All fire hydrants must be either Mueller Centurion or American Darling per the City of Friendswood Technical Specifications.
- 5.2 All fire hydrants must be sandblasted, painted with the approved City of Friendswood colors, and audited as specified in Fire Hydrant Assemblies. The City of Friendswood will accept a letter from the audit firm acknowledging they are under contract to perform the work.
- 5.3 All fire hydrants are set at the proper elevation based upon the finished grade and meeting the twenty-two (22) inch clearance to open the steamer nozzle.
- 5.4 All fire hydrant valves are open.
- 5.5 All fire hydrant valve covers are Type “A” covers and are painted blue.
- 5.6 All pumper nozzles shall face the street.
- 5.7 Blue reflectorized raised pavement marker shall be offset eight (8) inches from the centerline on the side where fire hydrant is located. Reflectorized side shall face direction of traffic.
- 5.8 Fire hydrants to be flowed during the final walkthrough.

PART VI: WATER METER SERVICE CONNECTIONS

- 6.1 Proper number of meter service connections have been installed.
- 6.2 Meter service boxes are located within the right of way or easement.
- 6.3 Meter service boxes are located off the property line a minimum of nine (9) inches laterally for a minimum spread between services of eighteen (18) inches.
- 6.4 Meter service boxes are set a minimum of three (3) inches above grade and undamaged.
- 6.5 Corporation stop set with the shutoff in the vertical position for easy "T" handle access.
- 6.6 Services are to be flowed during the final walkthrough.
- 6.7 Service lead and stop set to a maximum depth of twelve (12) inches below finished grade.

PART VII: POLLUTION PREVENTIVE PROTECTION

- 7.1 Erosion control must be provided around perimeter of property.
- 7.2 Erosion control must be provided at the back of curb for all lots, islands, and reserves.
- 7.3 Erosion control measures must be in place at all swales, curb inlets, and area inlets.
- 7.4 All erosion control measures must be in good condition for the walk through.
- 7.5 Hydro-mulch or sod must be provided at the back of curb, reserves, detention pond, and any drainage areas.

PART VIII: PROPERTY

- 8.1 Lots must be staked with lot numbers at the right of way and back of the lot.
- 8.2 Back lot stakes must have elevation control marks to match the design elevations.
- 8.3 Reserves must be identified on lot staking where adjacent to lots.

- 8.4 Property pins must be in place at the right of way and back lots.
- 8.5 Lots must exhibit positive drainage to match the plan design.
- 8.6 Lots must be graded to finish grades per the plan design.

PART IX: DETENTION POND

- 9.1 Drainage slopes for detention areas shall not exceed 4:1 (Horizontal versus Vertical) per both HCFCD and GCCDD.
- 9.2 Open channel drainage swales shall not exceed 4:1 (Horizontal versus Vertical) per the HCFCD criteria.
- 9.3 Open channel drainage swales shall not exceed 3:1 (Horizontal versus Vertical) per the GCCDD criteria.
- 9.4 GCCDD approval of drainage and detention facilities is required prior to the City of Friendswood walk through in Galveston County.
- 9.5 HCFCD acknowledges the City of Friendswood as their approval authority at the time of the walk through unless the site outfalls directly into an HCFCD Facility.
- 9.6 Outfall structures are complete.
- 9.7 Pipe projections at the outfall structures must be cut flush with the face of the outfall structure and grouted smooth.

PART X: PAVING AND SIDEWALKS

- 10.1 Street paving must be free of cracks and defects as defined in the City of Friendswood Technical Specification Concrete Paving.
- 10.2 Concrete spillage must be removed from the street travel surface.
- 10.3 No surface defects such as name imprints, bike tracks, tire tracks, animal tracks, etc. will be accepted.
- 10.4 Curbs must be free of defects.
- 10.5 Joint sealants have been installed at all construction joints, saw joints, and inlet joints.

- 10.5 Sidewalks have been installed at all islands, detention areas, utility easements, and reserves where indicated on the approved sidewalk accessibility plan.
- 10.6 Sidewalks have been installed along major thoroughfares adjoining the new subdivision.
- 10.7 Wheel Chair Ramp access has been provided at all locations as shown on the sidewalk accessibility plan, the five (5) foot by (five (5) foot turn area at the back of the Wheel Chair Ramp is part of the Wheel Chair Ramp.
- 10.8 Wheel Chair Ramps shall have the integral charcoal color per City of Friendswood Colored Concrete for Wheelchair Ramps.
- 10.9 Traffic control signage has been installed per City of Friendswood Standard Details.
- 10.10 The City of Friendswood and a lab representative must be present to witness each and every concrete placement.
- 10.11 Pavement markings are installed per the plans for traffic control islands, medians, turn lanes, and crosswalks.
- 10.12 Raised reflective blue and white pavement markers have been installed near the street centerline at each fire hydrant.

PART XI: TESTING

- 11.1 The City of Friendswood must be copied directly on all lab results and should have all reports in hand prior to the scheduling of the walk through.
- 11.2 A City of Friendswood representative should have been present to witness all concrete placements.
- 11.3 A testing lab representative should have been present to witness all concrete placements.
- 11.4 All testing has been completed successfully
- 11.5 Bacteria Test – City of Friendswood representative on site to witness test.
- 11.6 Sanitary Sewer low-pressure air test, deflection test and manhole vacuum test – City of Friendswood representative on site to witness test.
- 11.7 Waterline Test waterline pressure test – City of Friendswood representative on site to witness test.

- 11.8 Lime Depth Check Test – City of Friendswood representative on site to witness test.
- 11.9 Density and gradation tests – City of Friendswood representative on site to witness all tests.
- 11.10 Twenty-eight (28) day concrete compressive strength test results have been received by the City of Friendswood and all results are satisfactory.
- 11.11 Twenty-eight (28) day concrete pavement cores or pre-placement form checks have been taken for thickness and all results are satisfactory.

PART XII: LIFT STATIONS

- 12.1 All lift stations shall be tested as specified in the City of Friendswood Technical Specification Sanitary Sewer Lift Stations prior to scheduling the final walkthrough.

PART XIII: AS-BUILT DRAWINGS

- 13.1 Electronic drawing files formatted in AutoCAD and contained on two (2) individual CD's.
- 13.2 One (1) black line copy in full size and one (1) black line copy in half size.
- 13.3 Reflect any and all deviations in the field versus the original design documents on the As-Built sets.
- 13.4 Incorporate any and all design revisions from the original design.
- 13.5 Stamped conspicuously as “As-Built Drawings”.
- 13.6 Must be a reproducible Mylar.
- 13.7 Must include one (1) set of blue line drawings for the acceptance final walkthrough.

PART XIV: MAINTENANCE BOND

- 14.1 Maintenance bond must name the City of Friendswood as the bondholder, dated to commence on the date the Work is scheduled for City Council approval.
- 14.2 In Galveston County the GCCDD requires a maintenance bond independent of the City of Friendswood.

- 14.3 Must be for the full value of the infrastructure improvements including work performed through Change Order to the Original Contract.
- 14.4 A copy of the Original Contract and any Change Orders that would establish the value of the infrastructure improvements shall be submitted with the Maintenance Bond.

Note: This document is intended to assist in preparing for the acceptance walk through and is not intended to be a site specific Punch list.

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