



# BIG SKY COUNTY WATER & SEWER DISTRICT No. 363

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<b>SEWER/WATER EXTENSION PROJECT CHECK LIST</b>	
<b>Project:</b> _____	<b>Date:</b> _____
<b>Part A- General Requirements for Transfer Agreement:</b>	
	Executed "Project Inspection Certification" form
	Copy of MDEQ approval of plans & specifications
	Copy of Fire Department approval of plans & specifications for water extensions
	2 Blue/Black Line copies of plan sheets: 1 set on 24"x36" sheets and 1 set on 11"x17" sheets
	2 Mylars of As-built plans: 1 set on 24"x36" sheets and 1 set on 11"x17" sheets
	1 CD w/ all as-built drawings in Autocad version 14 format
	Sewer video & video inspection reports (Video tape and CD/DVD format if available)
	Construction inspection photos either as digital pictures on CD, or conventional pictures
	Copy of "Certificate of Substantial Completion"
	Schedule of values for sewer improvements showing final material quantities and labor costs
	Schedule of values for water improvements showing final material quantities and labor costs
	Legal description of subdivision or property served by extension(s).
	Exhibits on 8½x11 or 11x17 paper showing the sewer and/or water extensions being conveyed to the District. Separate exhibits for sewer and water respectively.
	Engineer's letter certifying project construction in accordance with project plans and Specifications
	Warranty security as of 10% project costs as: 1- Bond, 2- Cash deposit, or 3- Letter of Credit
	Executed Transfer Agreement for sewer and/or water extension
<b>Part B- State Approvals:</b>	
	Documentation that As-built drawings sent to MDEQ
	Copies of applicable State & County building or land use permits
<b>Part C- Other Data (if available or applicable):</b>	
	Pressure test results & lab tests results for new water extensions
	GPS data for all manholes, fire hydrants, water valves, water curb stops
	Operating & Maintenance Manuals for all mechanical and/or electrical equipment
	Easements (if not covered by plat)
<b>Part D- District Tasks:</b>	
	Record Transfer & Conveyance Agreement for Sewer & Water Extension
	Record Easements (if not covered by plat)
	Book Assets According to Schedule of Values