## Structures Construction Pre-Work Checklist PRE-WORK SHEET FOR PROJECT MANAGERS

Γ		1	Proposal & Plans Received?
ľ		2	Review Proposal, highlight important facts. Know proposal well to be able to find answers
			quickly. Check errata sheets and special provisions for any changes in procedures and review bridge manual
Γ		3	Review and check quantities for accuracy.
			Be familiar with the different classes of excavation and their boundaries.
Γ		4	Check plan profile grade & structure elevations
F		5	Ask the contractor to write a letter accepting plan quantity on bid items they agree withat the precon
F		6	Is the contract on CMS?
F		7	Is the contract downloaded on project manager's laptop?
F		8	Print Contract Materials Report Final and Contract Bill of Materials Report now.
F		9	Have "Mix Designs" been submitted by the contractor and put on CMS by Materials?
			If over 250 yards of concrete, has boil test been completed and passed for each mix?
Γ		10	Once mix designs have been created, check and/or correct all "Primary Material Codes" for
			those line items. Review all remaining line items for proper material codes.
Γ		11	Remove any components to line items on CMS materials report that will not be used on project.
ľ		12	Determine which materials will be accepted based on field test results then obtain
-			appropriate test equipment & determine if any necessary calibrations are current.
Γ		13	Create All Field Books using the documentation manual
Γ		14	Make personnel assignments for job and proper certifications for work assigned.
Γ		15	Are all Subcontractors approved for this project?
Γ		16	Did you get Traffic Control certifications at Preconstruction Meeting?
Γ		17	Form 219 For storm water pollution been filled out and submitted to District
			If SWPPP required, make sure approved by a P.E. and a copy sent to KDHE
		18	Has "Notice to Proceed" been issued? Make sure it has been issued by early/late starting date
		19	Inventory traffic control signs. Is the quantity and quality correct for this project.
			Are the signs / stands NCHRP 350 Compliant? Need letter stating this in file.
		20	Have a copy of the original 402 on hand at all times to see how the design was done. (If applicable)
L		21	Notify "District Materials" as soon as possible for witnessing.
L		22	Check to make sure utility relocation is completed. (if required)
L		23	Get names & telephone numbers of all person(s) responsible for maintaining traffic control.
L		24	Get names & telephone no.'s of all responsible parties (KDOT & Contractors).
L		25	Get pile hammer information from contractor. (If applicable)
L		26	Download log of pile driving and field pile driving worksheet
L		27	Is a test pile or test pile (special) required on this project?
Г	_		If yes contact Geology for test pile (special) and record the test pile
L		28	If un-official detour is designated, review and video the detour with county official
L		29	Check for false work and whether it has been submitted and approved. (Cat. 1 or 2)
L	_	30	Review Geology report and keep on file at the project
F	_	31	Has the work schedule been reviewed and approved?
ŀ		32	Have the preconstruction notes available for review of agreements made at the meeting
F	_	აა ექ	Review current specification for Polymer Overlay if applicable
L	_	54	if yos, shock if an the POL list
Г	_	35	III yes, uleur II uli IIIe FQL IISt If drilled shafts are used dowload driled shaft concrete spreadsheet (contact Bridge Manual engineer)
┢	_	25	Download evaporation program and know how to use it
$\mathbf{F}$	_	37	Pre-construction meeting for the drilled shafts in applicable
L		57	Tre-construction meeting for the drifted sharts in applicable

			Use this check list in conjunction with Part IV of the KDOT Construction Manual
			Daily Diary Items
ſ		1	Traffic control checked & document. Inform contractor of any needed corrections.
		2	Reason for <b>NOT</b> charging a working day.
ļ		3	Diary states work being done by contractor or sub-contractor.
		4	Weather conditions.
ļ		5	List Controlling Item(s) of Work only when it changes.
		6	Equipment and Personnel listed.
ŀ		/ 0	Length and cause of delays.
ŀ	_	0	Disputed items. (Not a place for personal opinions)
L		9	County Engineer, Toneka Personal/Representatives, etc)
ſ		10	Record of unsafe condition on project. (contractor notified)
ľ		11	If liquidated damages Type A or B and why charged.
ľ		12	During winter shut down period, record the number of day that the contractor could have performed work
			and whether a working day could be charged.
Г		12	Field book Items Pagerd Traffic Captrol Charles
ŀ		17	Record Concrete Test Data & enter into CMS
ŀ		14	Record Concrete Placement Data
ŀ		16	Record Concrete Form's Checks
ŀ		17	Record Reinforcing Steel Placement Data and Type A certifications received
ľ		18	Record Pile Driving Data (if applicable)
ľ		19	Record Drilled Shaft Data (if applicable)
		20	Record Structural Steel Erection Data (if applicable)
		21	Record Field Bolting Data (if applicable)
		22	Record Field Welding Data (if applicable)
		23	Record Concrete Vibrator Checks Data
ŀ		24	Record Field Installation Data (Abut Strip Drain, Headed Stud Anchors, ect)
ŀ		25	Record Concrete Deck Patches Data (II applicable) (will be eliminated not applicable)
ŀ		20 27	Record nile material and Type A certification delivered to project
L		21	(length heat # label marking system for tracking)
ſ		28	Record soil density & location (if required by contract)
ľ		29	Record bituminous material placement for Br. Approaches, shoofly, ect. (if applicable)
ľ		30	Record of certified lab (type A,B,C ect) (if applicable)
l		31	Record of continuous log of pile driving. (mark piling in ft increments)
Г		22	Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)
L		32	(tomp R.M. Alignment Level rune, est.)
ſ		33	(temp b.w., Angninent, Leventuns, ect.) Check exceptation boundaries & trench safety, does it comply with standard?
ŀ		34	Check bearing nile layout & orientation of flanges
F		35	Check false work refection. Is it according to approved submitted plan?
ľ		36	Record Material Received on Project Site. Ask for Material Certifications.
ľ			DO NOT INCORPORATE ITEMS WITHOUT CERTS.
ľ		37	Record Measurement & Computation for Field Pay Quantities.
		38	Measure & Document deck thickness (slip form barrier) & reinforcing steel clearance with deck
			finishing screed. (Dry Run) Monitor tattle tails if applicable
		39	Perform & record 10 ft straight edge measurements & mark spots to be ground.
L		40	Set benchmark brass monument in hub guard or on exit ends of corral rails prefer this is done
ſ	_	11	auring the pour. (If applicable)
ŀ	-	41 12	Record of Aggregate slope protection / ditch liner (if applicable)
ŀ	-	+∠ ⊿२	Check & record nile cutoff elevation(s) Record other critical elevations
ŀ	-	4 <u>4</u>	Inspection record of soil placement & compaction (Soil proctor from dist Received?)
ŀ		45	Document that contractor has enough curing materials for deck placement
ŀ	_		

46 Check reinforcing steel certification quantities as delivered.

# Bridge Construction Checklist "DAILY FIELD DATA"

L	48	Keep, maintain, protect, & label core of foundation material taken from Investigative Core Hole & keep
_		on project for review by KDOT
	49	Verify depth & elevation of excavated Drilled Shafts and plan tip elevation & record in a field book
	50	Measure, record the length of the Sonic Testing pipes and elevation of any pipe joints & fill pipes
		with water before concrete placement in a field book
ſ	51	Has contractor done a trial batch of concrete for Drilled Shafts
	52	Important: If more than 4" of water flows into the shaft in 5 minutes or less & if 2" or more of water
		is standing at time of concrete placement, use the wet pour method
Γ	53	On wet pours, keep the end of the tremie tube or pipe embedded in at least 7' of fresh concrete while pouring
	54	On all wet pours, make sure the contractor over-pumps the concrete at the top of the shaft & then
		make cylinders from the concrete
		For SWPPP plan (if applicable) (Record correctly maintained on site)
L	55	Have SWPPP on project site
ſ	56	Record proper erosion control measures have been taken

- 56 Record proper erosion control measures have been taken
- 57 Record that weekly maintenance report have been received58 Record maintenance report after rainfall events
- 59 Record that contractor is following SWPPP

Daily Diary Items         1       Traffic control checked & document. Inform contractor of any needed corrections.         2       Reason for NOT charging a working day.         3       Diary states work being done by contractor or sub-contractor.         4       Weather conditions.         5       List Controlling Item(s) of Work only when it changes.         6       Equipment and Personnel listed.         7       Length and cause of delays.         8       Disputed items. (Not a place for personal opinions)         9       Record all visitors on site and their purpose for being there. (Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)         10       Record contraste condition on project. (contractor notified)         11       If liquidated damages Type A or B and why charged.         Field book Items         12       Record Concrete Test Data & enter into CMS.         14       Record Concrete Form's Checks (barrel length, thickness, ect)         15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Concrete Vibrator Checks Data         17       Record Concrete Vibrator Checks Data         18       Record of bituminous material placement for Roadway, shoofly, ect. (if applicable)         21       Record or dituminous material placesword			Use this check list in conjunction with Part IV of the KDOT Construction Manual
1       Traffic control checked & document. Inform contractor of any needed corrections.         2       Reason for NOT charging a working day.         3       Diary states work being done by contractor or sub-contractor.         4       Weather conditions.         5       List Controlling Hern(s) of Work only when it changes.         6       Equipment and Personnel listed.         7       Length and cause of delays.         8       Disputed items. (Not a place for personal opinions)         9       Record all visitors on site and their purpose for being there. (Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)         10       Record of unsafe condition on project. (contractor notified)         11       If liquidated damages Type A or B and why charged.         Field book Items         12       Record Traffic Control Checks.         13       Record Concrete Placement Data         14       Record Concrete Vibrator Checks (Datal         15       Record Concrete Vibrator Checks Data         16       Record biturninous material placement for Roadway, shoofly, etc. (if applicable)         21       Record of biturninous material places by approxed submitted plan? (if applicable)         22       Record of biturninous material places by approxed submitted plan? (if applicable)			Daily Diary Items
2       Reason for NOT charging a working day.         3       Diary states work being done by contractor or sub-contractor.         4       Weather conditions.         5       List Controlling Item(s) of Work only when it changes.         6       Equipment and Personnel listed.         7       Length and cause of delays.         8       Disputed items. (Not a place for personal opinions)         9       Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)         10       Record of unsafe condition on project. (contractor notified)         11       If liquidated damages Type A or B and why charged.         Field book ttems         12       Record Concrete Placement Data         13       Record Concrete Placement Data         14       Record Concrete Placement Data         15       Record Concrete Vibrator Checks (barnel length, thickness, ect)         16       Record Reinforcing Steel Placement to Radway, shoofly, ect. (if applicable)         17       Record Concrete Vibrator Checks Data         18       Record Field Installation Data (Drainage pips, strip drains, pre-cast sections ect)         19       Record of dretified bab (type A, B, C ect) (if applicable)         21       Record do f certified bab (type A		1	Traffic control checked & document. Inform contractor of any needed corrections.
<ul> <li>3 Diary states work being done by contractor or sub-contractor.</li> <li>Weather conditions.</li> <li>List Controlling Item(s) of Work only when it changes.</li> <li>Equipment and Personnel listed.</li> <li>Pendent and Service of delays.</li> <li>Disputed items. (Not a place for personal opinions)</li> <li>Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)</li> <li>Record of unsafe condition on project. (contractor notified)</li> <li>If liquidated damages Type A or B and why charged.</li> <li>Record Traffic Control Checks.</li> <li>Record Concrete Test Data &amp; enter into CMS.</li> <li>Record Concrete Placement Data</li> <li>Record Concrete Form's Checks (barrel length, thickness, ect)</li> <li>Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)</li> <li>Record of density &amp; location (if required by contract)</li> <li>Record and elevations of rock that is encountered if it differs from what is on the plans</li> <li>Record all elevation of water if encountered</li> <li>Kiscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>Check contractor's staking flow line elevation and location</li> <li>Check contractor's staking flow line elevation and location</li> <li>Check contractor's staking flow line elevation and location</li> <li>Check kasse moument is hub guard prefer this is done during the pour (if applicable)</li> <li>Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORTE ITEMS WITHOUT CERTS.</li> <li>Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORTE ITEMS wiTHOUT CERTS.</li> <li>Record of Agregate slope protection / ditch liner. (if applicable)</li> <li>Record of Agregate slope protection / ditch liner. (if applicable)</li> <li>Rec</li></ul>		2	Reason for <b>NOT</b> charging a working day.
Yeather conditions.     Suita Controlling Item(s) of Work only when it changes.     Equipment and Personnel listed.     Clength and cause of delays.     Equipment and Personnel listed.     Tength and cause of delays.     Suita Controlling Item(s) of Work only when it changes.     Equipment and Personnel listed.     Tength and cause of delays.     Suita Control Control Checks.     In Record of unsafe condition on project. (contractor notified)     If liquidated damages Type A or B and why charged.     Field book Items     Teld book Items     In Record Concrete Control Checks.     Suita Control Checks.     Suita Concrete Placement Data     Secord A Concrete Placement Data     Record Concrete Placement Data     Record Reinforcing Steel Placement Data     Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)     Record of or site AB, C ect) (if applicable)     Record of and the list (the Control Checks (barrel length, thickness, ect)     Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)     Record field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)     Record of certified lab (type A, B, C ect) (if applicable)     Record of certified lab (type A, B, C et) (if applicable)     Record of certified lab (type A, B, C et) (if applicable)     Record of certified lab (type A, B, C et) (if applicable)     Record of certified lab (type A, B, C et) (if applicable)     Record discuster if encountered     Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)     Record Material Received on Project Site. Ask for Material Certifications.     Do NOT INCORPORATE ITEMS WITHOUT CERTS.     Record Material Received on Project Site. Ask for Material Certifications.     Do NOT INCORPORATE ITEMS WITHOUT CERTS.     Record Material Received on Project Site. Ask for Concrete placement.     Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)     Record of Site Rece		3	Diary states work being done by contractor or sub-contractor.
<ul> <li>S List Controlling Item(s) of Work only when it changes.</li> <li>Equipment and Personnel listed.</li> <li>Length and cause of delays.</li> <li>B Disputed Items. (Not a place for personal opinions)</li> <li>Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)</li> <li>10 Record of unsafe condition on project. (contractor notified)</li> <li>11 If liquidated damages Type A or B and why charged.</li> <li>Field book Items</li> <li>Record Traffic Control Checks.</li> <li>Record Concrete Test Data &amp; enter into CMS.</li> <li>Record Concrete Form's Checks (barrel length, thickness, ect)</li> <li>Record Concrete Form's Checks (barrel length, thickness, ect)</li> <li>Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)</li> <li>Record biluminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>Record all visitorus material placement for Roadway, shoofly, ect. (if applicable)</li> <li>Record all visitor of rock that is encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>Check contractor's staking flow line elevation and location</li> <li>Check false work erection. Is it according to approve submitted plan? (if applicable)</li> <li>Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>Record Alla escient on Rock installation, (if applicable)</li> <li>Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>Record Material Received on Project Site. Ask for Material Certifications.</li> <li>Measure &amp; Document the inforcing steel clearance</li> <li>Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>Record of Aggregate slope</li></ul>		4	Weather conditions.
<ul> <li>6 Equipment and Personnel listed.</li> <li>7 Length and cause of delays.</li> <li>8 Disputed items. (Not a place for personal opinions)</li> <li>9 Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)</li> <li>10 Record of unsale condition on project. (contractor notified)</li> <li>11 If liquidated damages Type A or B and why charged.</li> <li>Field book Items</li> <li>12 Record Concrete Test Data &amp; enter into CMS.</li> <li>14 Record Concrete Placement Data</li> <li>15 Record Concrete Form's Checks (barrel length, thickness, ect)</li> <li>16 Record Concrete Placement Data</li> <li>17 Record Concrete Vibrator Checks Data</li> <li>18 Record Concrete Vibrator Checks Data</li> <li>18 Record Concrete Vibrator Checks Data</li> <li>19 Record of utility &amp; location (if required by contract)</li> <li>20 Record any levations of nock that is encountered if differs from what is on the plans</li> <li>23 Record any elevations of nock that is encountered if differs from what is on the plans</li> <li>23 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check ratic work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>28 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Soli Placement &amp; compaction. (Soli protor from dist. Received?)</li> <li>32 Record of soli placement &amp; compaction. (Soli protor from dist. Received?)</li> <li>33 Record Material Received on project site.</li> <li>34 Have SWPPP on project site</li> <li>35 Check reinforcing steel clearance as on-paction. (Soli protor from</li></ul>		5	List Controlling Item(s) of Work only when it changes.
7       Length and cause of delays.         8       Disputed items. (Not a place for personal opinions)         9       Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)         10       Record of unsafe condition on project. (Contractor notified)         11       If liquidated damages Type A or B and why charged.         Field book items         12       Record Concrete Test Data & enter into CMS.         14       Record Concrete Placement Data         15       Record Concrete Vibrator Checks (Darrel length, thickness, ect)         16       Record diuminous material placement Data         17       Record of oursafe Placement Data         18       Record Concrete Vibrator Checks Data         18       Record Concrete Vibrator Checks Data         18       Record of entified lab (type A,B,C ect) (if applicable)         21       Record of unstrinous material placement for Roadway, shoofly, ect. (if applicable)         22       Record any elevations of rock that is encountered         Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check false work erection. Is it according to approved sumitted plan? (if applicable)         27       Record Masterial Received on Project Site. Ask fo		6	Equipment and Personnel listed.
<ul> <li>B Disputed items. (Not a place for personal opinions)</li> <li>9 Record all visitors on site and their purpose for being there. (Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)</li> <li>10 Record of unsafe condition on project. (contractor notified)</li> <li>11 If liquidated damages Type A or B and why charged.</li> <li>Field book Items</li> <li>12 Record Traffic Control Checks.</li> <li>13 Record Concrete Test Data &amp; enter into CMS.</li> <li>14 Record Concrete Pornes Checks (barrel length, thickness, ect)</li> <li>16 Record Reinforcing Steel Placement Data</li> <li>17 Record Concrete Vibrator Checks Data</li> <li>18 Record Form's Checks Data</li> <li>18 Record of solid density &amp; location (if required by contract)</li> <li>20 Record and velocition (if applicable)</li> <li>21 Record or evidential placement for Roadway, shoofly, ect. (if applicable)</li> <li>22 Record any elevations of nock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation for kath is encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Maesurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>32 Record flows in second for field Pay Quantities.</li> <li>33 Measure &amp; Document reinforcing steel clearance</li> <li>33 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Soit Rock installation. (</li></ul>		7	Length and cause of delays.
9       Record all visitors on site and their purpose for being there. (Area Engineer, District Engineer, City or County Engineer, Topeka Personal/Representatives, etc)         10       Record of unsafe condition on project. (contractor notified)         11       If liquidated damages Type A or B and why charged.         Field book Items         12       Record Concrete Test Data & enter into CMS.         14       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Concrete Vibrator Checks Data         17       Record Concrete Vibrator Checks Data         18       Record Concrete Vibrator Checks Data         19       Record of unsity & location (if required by contract)         20       Record bitminous material placement for Roadway, shoofly, ect. (if applicable)         21       Record of certified lab (type A,B,C ect) (if applicable)         22       Record any elevations of rock that is encountered if it differs from what is on the plans         23       Record Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check rates work erection. Is it according to approved submitted plan? (if applicable)         26       Check kase work erection. Is it according to approved submitted plan? (if applicable)         27       Record Material R		8	Disputed items. (Not a place for personal opinions)
County Engineer, Topeka Personal/Kepresentatives, etc) 10 Record of unsafe condition on project. (contractor notified) 11 If liquidated damages Type A or B and why charged. Field book Items 12 Record Traffic Control Checks. 13 Record Concrete Test Data & enter into CMS. 14 Record Concrete Test Data & enter into CMS. 15 Record Concrete Form's Checks (barrel length, thickness, ect) 16 Record Reinforcing Steel Placement Data 17 Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect) 19 Record solid ensity & location (if required by contract) 20 Record of unsity & location (if required by contract) 21 Record of certified lab (type A,B,C ect) (if applicable) 22 Record any elevations of rock that is encountered if it differs from what is on the plans 23 Record elevation of water if encountered 24 Check contractor's staking flow line elevation and location 25 Check contractor's staking flow line elevation and location 24 Check contractor's staking flow line elevation and location 25 Check caractoris staking flow line elevation and location 26 Check false work erection. Is it according to approved submitted plan? (if applicable) 27 Record Material Received on Project Site. Ask for Material Certifications. D ONT INCORPORATE ITEMS WITHOUT CERTS. 28 Record Measurement & Computation for Field Pay Quantities. 29 Measure & Document reinforcing steel clearance 30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable) 31 Record of Soti Rock installation. (if applicable) 32 Record of Soti Rock installation. (if applicable) 33 Inspection record of steel Placement & compaction. (Soil proctor from dist. Received?) 34 Document that contractor has enough curing materials for concrete placement. 35 Check reinforcing steel certification quantities as delivered. For SWPPP plan (if applicable) (Record correctly maintained on site) 34 Have SWPPP on project site		9	Record all visitors on site and their purpose for being there. (Area Engineer, District Engineer, City or
11       If liquidated damages Type A or B and why charged.         Field book Items       12         12       Record Concrete Test Data & enter into CMS.         13       Record Concrete Test Data & enter into CMS.         14       Record Concrete Placement Data         15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Reinforcing Steel Placement Data         17       Record Solid Grainage pipes, strip drains, pre-cast sections ect)         19       Record soil density & location (if required by contract)         20       Record any elevations of rock that is encountered if it differs from what is on the plans         23       Record elevations of rock that is encountered if it differs from what is on the plans         24       Check contractor's staking flow line elevation and location         25       Check contractor's staking flow line elevation and location         26       Check false work erection. Is it according to approved submitted plan? (if applicable)         27       Record Masurement & Computation for Field Pay Quantities.         29       Measure & Document reinforcing steel clearance         30       Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)         31       Record of Shot Rock installation. (if applicable)         32       Record of Shot Ro	_	140	County Engineer, Topeka Personal/Representatives, etc)
Image: The inducated damages Type A or B and why charged.         Field book Items         12 Record Traffic Control Checks.         13 Record Concrete Test Data & enter into CMS.         14 Record Concrete Flacement Data         15 Record Concrete Form's Checks (barrel length, thickness, ect)         16 Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)         19 Record solid ensity & location (if required by contract)         20 Record of certified lab (type A,B,C ect) (if applicable)         21 Record of certified lab (type A,B,C ect) (if applicable)         22 Record any elevations of rock that is encountered if it differs from what is on the plans         23 Record elevation of water if encountered         Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24 Check contractor's staking flow line elevation and location         25 Check excavation boundaries & trench safety, does it comply with standard?         26 Check false work erection. Is it according to approved submitted plan? (if applicable)         27 Record Material Received on Project Site. Ask for Material Certifications.         D NOT INCORPORATE ITENS WITHOUT CERTS.         28 Record of Shot Rock installation. (if applicable)         31 Record of Shot Rock installation. (if applicable)         32 Record of Shot Rock installation. (if applicable)         33 Record of aggregate slope protectio		10	Record of unsafe condition on project. (contractor notified)
Field book Items         12       Record Contrete Test Data & enter into CMS.         13       Record Concrete Placement Data         15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Reinforcing Steel Placement Data         17       Record Concrete Vibrator Checks Data         18       Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)         19       Record of entified lab (type A,B,C ect) (if applicable)         20       Record or ertified lab (type A,B,C ect) (if applicable)         21       Record of vertified lab (type A,B,C ect) (if applicable)         22       Record elevations of rock that is encountered if it differs from what is on the plans         23       Record Naterial Received on Project Site. Ask for Material Certifications.         24       Check contractor's staking flow line elevation and location         25       Check kasewation boundaries & trench safety, does it comply with standard?         26       Check false work erection. Is it according to approved submitted plan? (if applicable)         27       Record Measurement & Computation for Field Pay Quantities.         29       Measure & Document reinforcing steel clearance         30       Set benchmark brass monument in hub guad prefer this is done during the pour (if applicable)         31		11	If liquidated damages Type A or B and why charged.
12       Record Traffic Control Checks.         13       Record Concrete Test Data & enter into CMS.         14       Record Concrete Fear Data         15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Concrete Vibrator Checks Data         17       Record Societe Vibrator Checks Data         18       Record Soci density & location (if required by contract)         20       Record of certified lab (type A, B, C ect) (if applicable)         21       Record of certified lab (type A, B, C ect) (if applicable)         22       Record of certified lab (type A, B, C ect) (if applicable)         22       Record of certified lab (type A, B, C ect) (if applicable)         23       Record of vater if encountered         Wiscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check cavation boundaries & trench safety, does it comply with standard?         26       Check record Neterial Received on Project Site. Ask for Material Certifications.         0       NOT INCORPORATE ITEMS WITHOUT CERTS.         28       Record of Soci Installation. (if applicable)         37       Record of Soci Installation. (if applicable)         38       Set benchmark brass			Field book Items
13       Record Concrete Test Data & enter into CMS.         14       Record Concrete Flacement Data         15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Reinforcing Steel Placement Data         17       Record Concrete Vibrator Checks Data         18       Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)         19       Record bituminous material placement for Roadway, shoofly, ect. (if applicable)         20       Record of certified lab (type A,B,C ect) (if applicable)         21       Record of certified lab (type A,B,C ect) (if applicable)         22       Record any elevations of rock that is encountered if it differs from what is on the plans         23       Record elevation of water if encountered         Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check kase work erection. Is it according to approved submitted plan? (if applicable)         27       Record Material Received on Project Site. Ask for Material Certifications.         DO NOT INCORPORATE ITEMS WITHOUT CERTS.       Paceord Measurement & Computation for Field Pay Quantities.         28       Record of Shot Rock installation. (if applicable)       31         31       Record of Sho		12	Record Traffic Control Checks.
<ul> <li>14 Record Concrete Placement Data</li> <li>15 Record Concrete Form's Checks (barrel length, thickness, ect)</li> <li>16 Record Reinforcing Steel Placement Data</li> <li>17 Record Concrete Vibrator Checks Data</li> <li>18 Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)</li> <li>19 Record soil density &amp; location (if required by contract)</li> <li>20 Record bituminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Snot Rock installation. (if applicable)</li> <li>32 Record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		13	Record Concrete Test Data & enter into CMS.
15       Record Concrete Form's Checks (barrel length, thickness, ect)         16       Record Reinforcing Steel Placement Data         17       Record Concrete Vibrator Checks Data         18       Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)         19       Record of certified lab (type A,B,C ect) (if applicable)         20       Record of certified lab (type A,B,C ect) (if applicable)         21       Record of certified lab (type A,B,C ect) (if applicable)         22       Record any elevations of rock that is encountered if it differs from what is on the plans         23       Record elevation of water if encountered         Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check kalse work erection. Is it according to approved submitted plan? (if applicable)         27       Record Maerial Received on Project Site. Ask for Material Certifications.         DO NOT INCORPORATE ITEMS WITHOUT CERTS.       28         28       Record of Shot Rock installation. (if applicable)         31       Record of Shot Rock installation. (if applicable)         32       Record of Aggregate slope protection / ditch liner. (if applicable)         33       Inspection record of soii placement & compaction. (Soil proctor from		14	Record Concrete Placement Data
16       Record Reinforcing Steel Placement Data         17       Record Concrete Vibrator Checks Data         18       Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)         19       Record soil density & location (if required by contract)         20       Record of certified lab (type A,B,C ect) (if applicable)         21       Record any elevations of rock that is encountered if it differs from what is on the plans         23       Record elevation of water if encountered         Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check kalse work erection. Is it according to approved submitted plan? (if applicable)         27       Record Material Received on Project Site. Ask for Material Certifications.         Do NOT INCORPORATE ITEMS WITHOUT CERTS.       28         28       Record of Shot Rock installation. (if applicable)         31       Record of Shot Rock installation. (if applicable)         32       Record of Shot Rock installation. (if applicable)         33       Inspection record of soil placement & compaction. (Soil proctor from dist. Received?)         34       Document that contractor has enough curing materials for concrete placement.         35       Check false work erection quantities as d		15	Record Concrete Form's Checks (barrel length, thickness, ect)
<ul> <li>17 Record Concrete Vibrator Checks Data</li> <li>18 Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)</li> <li>19 Record soil density &amp; location (if required by contract)</li> <li>20 Record bituminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check alse work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> <li>For SWPPP plan (if applicable) (Record correctly maintained on site)</li> <li>36 Have SWPPP on project site</li> </ul>		16	Record Reinforcing Steel Placement Data
<ul> <li>18 Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)</li> <li>19 Record soil density &amp; location (if required by contract)</li> <li>20 Record bituminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Shot Rock installation. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		17	Record Concrete Vibrator Checks Data
<ul> <li>19 Record soil density &amp; location (if required by contract)</li> <li>20 Record bituminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> <li>For SWPPP plan (if applicable) (Record correctly maintained on site)</li> <li>34 Have SWPPP on project site</li> </ul>		18	Record Field Installation Data (Drainage pipes, strip drains, pre-cast sections ect)
<ul> <li>20 Record bituminous material placement for Roadway, shoofly, ect. (if applicable)</li> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		19	Record soil density & location (if required by contract)
<ul> <li>21 Record of certified lab (type A,B,C ect) (if applicable)</li> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		20	Record bituminous material placement for Roadway, shoofly, ect. (if applicable)
<ul> <li>22 Record any elevations of rock that is encountered if it differs from what is on the plans</li> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		21	Record of certified lab (type A,B,C ect) (if applicable)
<ul> <li>23 Record elevation of water if encountered</li> <li>Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)</li> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications.</li> <li>DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		22	Record any elevations of rock that is encountered if it differs from what is on the plans
Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)         24       Check contractor's staking flow line elevation and location         25       Check contractor's staking flow line elevation and location         26       Check false work erection. Is it according to approved submitted plan? (if applicable)         27       Record Material Received on Project Site. Ask for Material Certifications.         DO NOT INCORPORATE ITEMS WITHOUT CERTS.         28       Record Measurement & Computation for Field Pay Quantities.         29       Measure & Document reinforcing steel clearance         30       Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)         31       Record of Aggregate slope protection / ditch liner. (if applicable)         32       Record of Aggregate slope protection / ditch liner. (if applicable)         33       Inspection record of soil placement & compaction. (Soil proctor from dist. Received?)         34       Document that contractor has enough curing materials for concrete placement.         35       Check reinforcing steel certification quantities as delivered.         For SWPPP plan (if applicable) (Record correctly maintained on site)         36       Have SWPPP on project site         37       Peneord errors errors on control money urge have been taken		23	Record elevation of water if encountered
<ul> <li>24 Check contractor's staking flow line elevation and location</li> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>			Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)
<ul> <li>25 Check excavation boundaries &amp; trench safety, does it comply with standard?</li> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		24	Check contractor's staking flow line elevation and location
<ul> <li>26 Check false work erection. Is it according to approved submitted plan? (if applicable)</li> <li>27 Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		25	Check excavation boundaries & trench safety, does it comply with standard?
<ul> <li>27 Record Material Received on Project Site. Ask for Material Certifications. DO NOT INCORPORATE ITEMS WITHOUT CERTS.</li> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul>		26	Check false work erection. Is it according to approved submitted plan? (if applicable)
DO NOT INCORPORATE ITEMS WITHOUT CERTS.         28         29         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         30         29         31         29         32         20         33         23         24         25         26         27         28         29         29         20         20         21         22         23         24         25		27	Record Material Received on Project Site. Ask for Material Certifications.
<ul> <li>28 Record Measurement &amp; Computation for Field Pay Quantities.</li> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul> For SWPPP plan (if applicable) (Record correctly maintained on site) 36 Have SWPPP on project site 37 Record proper crossing control measures have been taken		_	DO NOT INCORPORATE ITEMS WITHOUT CERTS.
<ul> <li>29 Measure &amp; Document reinforcing steel clearance</li> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul> For SWPPP plan (if applicable) (Record correctly maintained on site) 36 Have SWPPP on project site 37 Record proper properts in control measures have been taken.		28	Record Measurement & Computation for Field Pay Quantities.
<ul> <li>30 Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)</li> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul> For SWPPP plan (if applicable) (Record correctly maintained on site) <ul> <li>36 Have SWPPP on project site</li> <li>37 Record proper crossing control managuros have been taken</li> </ul>		29	Measure & Document reinforcing steel clearance
<ul> <li>31 Record of Shot Rock installation. (if applicable)</li> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul> For SWPPP plan (if applicable) (Record correctly maintained on site) 36 Have SWPPP on project site 37 Record proper erosion control measures have been taken		30	Set benchmark brass monument in hub guard prefer this is done during the pour (if applicable)
<ul> <li>32 Record of Aggregate slope protection / ditch liner. (if applicable)</li> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> </ul> For SWPPP plan (if applicable) (Record correctly maintained on site) 36 Have SWPPP on project site 37 Record proper crossion control measures have been taken		31	Record of Shot Rock installation. (if applicable)
<ul> <li>33 Inspection record of soil placement &amp; compaction. (Soil proctor from dist. Received?)</li> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> <li>For SWPPP plan (if applicable) (Record correctly maintained on site)</li> <li>36 Have SWPPP on project site</li> <li>37 Record proper crossion control measures have been taken</li> </ul>		32	Record of Aggregate slope protection / ditch liner. (if applicable)
<ul> <li>34 Document that contractor has enough curing materials for concrete placement.</li> <li>35 Check reinforcing steel certification quantities as delivered.</li> <li>For SWPPP plan (if applicable) (Record correctly maintained on site)</li> <li>36 Have SWPPP on project site</li> <li>37 Record proper crossing control moscures have been taken</li> </ul>		33	Inspection record of soil placement & compaction. (Soil proctor from dist. Received?)
35 Check reinforcing steel certification quantities as delivered.     For SWPPP plan (if applicable) (Record correctly maintained on site)     36 Have SWPPP on project site     37 Record proper crossing control modeures have been taken		34	Document that contractor has enough curing materials for concrete placement.
For SWPPP plan (if applicable) (Record correctly maintained on site) 36 Have SWPPP on project site 37 Record proper crossing control measures have been taken		35	Check reinforcing steel certification quantities as delivered.
36 Have SWPPP on project site			For SWPPP plan (if applicable) (Record correctly maintained on site)
		36	Have SWPPP on project site
		37	Record proper erosion control measures have been taken

- 38 Record that weekly maintenance report have been received
  39 Record maintenance report after rainfall events
  40 Record that contractor is following SWPPP

	Use this check list in conjunction with Part IV of the KDOT Construction Manual
	Daily Diary Items
1	Traffic control checked & document. Inform contractor of any needed corrections.
2	Reason for <b>NOT</b> charging a working day.
3	Diary states work being done by contractor or sub-contractor.
4	Weather conditions.
5	List Controlling Item(s) of Work only when it changes.
6	Equipment and Personnel listed.
7	Length and cause of delays.
8	Disputed items. (Not a place for personal opinions)
9	Record all visitors on site and their purpose for being there.(Area Engineer, District Engineer, City
	or County Engineer, Topeka Personal/Representatives, etc)
10	Record of unsafe condition on project. (contractor notified)
11	If liquidated damages Type A or B and why charged.
	Field book Items
12	Record Traffic Control Checks.
13	Record Concrete Test Data & enter into CMS.
14	Record Concrete Placement Data
15	Record Concrete Form's Checks
16	Record Reinforcing Steel Placement Data
17	Record Concrete Vibrator Checks Data
18	Record Field Installation Data (Abut Strip Drain, Headed Stud Anchors, ect)
19	Record Concrete Deck Patches Data (if applicable)
	If using grid method make sure to note that in the change order
20	Record Performed Density Profiles on Bridge Overlay. (if applicable)
21	Record bituminous material placement for Br. Approaches, shoofly, ect. (if applicable)
22	Record of certified lab (type A.B.C ect) (if applicable)
 ~~	

#### Miscellaneous Data (Record necessary data in field book, anything measured need to be recorded)

- 23 Check false work erection. Is it according to approved submitted plan?
  - 24 Record Material Received on Project Site. Ask for Material Certifications.

### DO NOT INCORPORATE ITEMS WITHOUT CERTS.

- 25 Record Measurement & Computation for Field Pay Quantities.
- 26 Measure & Document deck thickness & reinforcing steel clearance with deck finishing screed.
- 27 Perform & record 10 ft straight edge measurements & mark spots to be ground.
- 28 Set benchmark brass monument in hub guard or on exit ends of corral rails (if applicable)
- 29 Document that contractor has enough curing materials for deck placement.
- 30 Check reinforcing steel certification quantities as delivered.
- 31 Do a dry run on deck pour to check clearance of steel and thickness of deck.

## Structures Construction Final Checklist Final

1	Complete all change orders & once approved make all adjustments in final pay templates.
2	All change orders completed, sent to contractor and approved by Director
3	Final estimate sent to contractor see line 12
4	Print "Material Report Final" from CMS (both "acceptance" and "non-acceptance" reports).
5	Are all the "Primary Material Codes" correct at this point. If not, it would be best at this point to simply make the incorrect ones a "substitute" instead of trying to correct them completely by transferring materials off and then back.
6	Are all dates entered in CMS? (Work Completed, Acceptance, etc)
7	Did the verification samples pass that were sent in to Topeka?
8	Make any necessary material re-assignments.
9	Work on writing test reports to match final pay quantities to balance (zero out) Final Material Report. Remember that the primary material & substitute materials are added together to make final material quantities.
10	Final contract material report zeroed
11	Prepare deviation report as per "District Policy".
12	Make sure that contractor turns in all field surveying notebooks that complies with all of the special provision. Pay final amount according to specs.
13	Complete bridge inspection " IN Depth " report with appropriate photographs so the Construction Engineer can forward it to Bridge Maintenance Section (Topeka).
14	Clean & return to storage all test testing equipment.
15	Complete "as builts" for structure and submit.
16	Finals and proper forms sent to District