



## PUBLIC WORKS DEPARTMENT

# PROJECT CONSTRUCTION CHECKLIST

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project No.: \_\_\_\_\_ By: \_\_\_\_\_

**Circled** items need to be addressed. **Checked** items are complete.

1. \_\_\_\_\_ Reproducible good quality paper prints and to scale PDF.
2. \_\_\_\_\_ 3 Sets Of Prints Received.
3. \_\_\_\_\_ Performance Bond or Assignment of Funds Document Received.  
Performance Bond Amount: \$ \_\_\_\_\_
4. \_\_\_\_\_ All Engineering Fees due as per City of Sedro-Woolley Building, Planning & Engineering Fee Schedule
5. \_\_\_\_\_ Impact Fees Paid  
Traffic Impact Fee Amount: \$ \_\_\_\_\_  
Sewer General Facilities Charge Amount: \$ \_\_\_\_\_
6. \_\_\_\_\_ Storm Declaration of Covenant (CCR's for Commercial & Private Systems Only).
7. \_\_\_\_\_ WSDOT Approval Received (if applicable).
8. \_\_\_\_\_ Planning Department Approval Received.
9. \_\_\_\_\_ Certificate of Insurance Provided, Naming City as Insured. Amount: \$2,000,000.00 Prior to Scheduling Preconstruction Meeting.

### PRE-CONSTRUCTION (PRE-CON) MEETING

1. \_\_\_\_\_ Pre-construction Meeting Scheduled.
2. \_\_\_\_\_ Development Specialists Notified.
3. \_\_\_\_\_ Building Department Notified.
4. \_\_\_\_\_ Planning Department Notified.
5. \_\_\_\_\_ Approved Plans Issued.
6. \_\_\_\_\_ Copy of Preconstruction Checklist Provided to Contractor.

