

Pre-Construction Meeting

Project Name: _____

Date: _____

Attendees

Name	Company	Contact Information
Alan Dews	City of Dover	516-6450
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Letters of Credit/s:

- **Erosion Control:** _____
- **Digging Permit:** _____
- **Subdivision:** _____

Utility Testing:

- **Sewer Pipe:** Air Pressure Test and a Deflection Test (Mandrel)
- **Sewer Manholes:** Leakage Test (Vacuum)
- **Water Pipe:** Water Pressure Test and a Bacteria Test
- **All PVC Pipes:** Deflection Test (Mandrel)

Minimum Requirements for CO: Letter of Credit in place, all utilities installed, base pavement on road and sidewalk, signs and curbing. Any other conditions set by planning Board.

Inspection Hours: Owner will be billed for City of Dover inspection time. This will include but not limited to; on-site inspections, plan review, phone calls and anything else related to the project.
The rate is \$XX.00 hourly Initials()

General Information:

- All water pipe must be Polywrapped.
- All hydrants must be plugged (non-draining).
- The Engineering Department must witness all tests.
- Changes to the approved plan must be approved by the City. A sketch must be provided.
- Shop drawings to be provided if necessary.
- Underdrains and filter fabric if necessary.
- Submit a copy of all swppp inspection reports to Engineering.
- Follow City of Dover Construction Standards

As Built Drawings: Mylar or paper and digital (must be tied into the Dover GIS)

Developer/Contractor Emergency Numbers: _____

City Contacts: Engineering: Dave White, Alan Dews (603) 516-6450
Public Works & Utilities: Bill Boulanger (603) 516-6450
Utilities: Jason Lavoie (603) 516-6459
Public Works: Joe Boucher(603)516-6450
Police Dept Dispatch: (603)-742-4646