



WG.7: BID DOCUMENT REVIEW CHECKLIST

New Facilities

- Valve configurations meet minimum DEQ-1 spacing requirements of 500 feet in commercial areas or 800 feet in residential areas?
 - Fire hydrants as requested by fire department?
 - Plans provide for fire hydrant design to ensure proper bury depth?
 - Blowoffs are adequately sized based on 2.5 fps flushing velocity?
 - Service line locations are clearly marked?
 - Backflow has been addressed?
 - Necessary meter pits have been addressed including location?
 - All Missoula Water standards and specifications have been met? If no, explain: _____
-

Existing Facilities

- All critical and/or commercial customers who will be out of water for tie-ins have been identified?
- Consideration has been given to adding valves to minimize impact to critical or commercial customers?
- Valves in the vicinity that should be considered for replacement have been identified? If so, where: _____
- Valves included at tie-in points to meet DEQ spacing requirements (500 feet commercial or 800 feet residential) in existing mains?
- Fire hydrants have been considered for replacement? If so, where: _____
- Any conflicts with existing service lines have been identified?
- Identified current customers who would benefit from service line replacement at time of construction?
- There are no blowoffs that could be eliminated by a tie-in, fill station or hydrant?
- Any good locations for a fill station have been identified? If so, where: _____

Agreement Form

- Liquidated damages have been included and they will at least cover the typical daily cost of engineering inspection?

Bid Schedule

Schedule A

Does the bid document include:

- | | |
|---|--|
| <input type="checkbox"/> Bonds | <input type="checkbox"/> City permit fees |
| <input type="checkbox"/> Asphalt | <input type="checkbox"/> Traffic control |
| <input type="checkbox"/> City/County Pavement Assessments | <input type="checkbox"/> Restoration costs if applicable |
| <input type="checkbox"/> Mobilization | |

Does each bid item indicate:

- | | |
|--|--|
| <input type="checkbox"/> Size (of main, fitting, valve, etc.) | <input type="checkbox"/> If any "connect to existing" line items exist, are any valves or other assets broken out and included in the quantities for the appropriate bid item? |
| <input type="checkbox"/> Type (of main, fitting valve, etc.) | |
| <input type="checkbox"/> Class (of main) | |
| <input type="checkbox"/> Are the blowoffs and manual air reliefs distinguished and the size of each indicated? | <input type="checkbox"/> Do the quantities agree with the plans? |

Schedule B

Does the bid document include only:

- | | |
|---|------------------------------------|
| <input type="checkbox"/> Hydrant assembly | <input type="checkbox"/> Valve |
| <input type="checkbox"/> Tee | <input type="checkbox"/> Lead pipe |

Schedule C

Does the bid document include only:

- | | |
|---|--|
| <input type="checkbox"/> Saddle (material only) | <input type="checkbox"/> Are the tap sizes indicated |
| <input type="checkbox"/> Corp (material only) | <input type="checkbox"/> If larger than 2 inches, is the valve included in Schedule D? |
| <input type="checkbox"/> Labor to make taps | |

Schedule D

Does the bid include all items related to the service line:

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Meter pits | <input type="checkbox"/> Size and type of service line |
| <input type="checkbox"/> Pipe | <input type="checkbox"/> Curb boxes |