

Site utilities punch checklist

Site utilities punch is where small misses become callbacks after the crew has demobilized. This checklist walks the finished work the way the owner and the next trade will see it, with the photo that closes each item instead of a note that reopens it. Work is commonly verified against IPC / UPC plumbing codes, the project specifications. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The GC's superintendent with the utility foreman, walking the completed lines after the surface has been back long enough to move. When: During closeout, after backfill has taken traffic and a wet season so any settlement over the trenches has shown.

Settlement and grade

- ☐ Trench lines checked for settlement
Surface over the trenches walked for dips or troughs, settlement cut back and recompactd rather than skinned over. 2 photos required
- ☐ Rims, boxes and cleanouts adjusted to grade
Manhole rims, valve boxes and cleanouts brought flush to finish grade and operable, none buried under restoration. 1 photo required

Restoration

- ☐ Surface restoration complete over the work
Pavement, curb and landscape restored over the utility work to match the surrounding surface, no open patches left. 1 photo required