# PHILADELPHIA WATER DEPARTMENT

**GSI UNIT**

#### Plans, Specs, and Estimate (PS&E) Submission (PWD 90%) Checklist

**This checklist outlines the requirements for each submission to PWD.**

All requirements will be checked by the PWD project manager prior to review. If a project is found to be incomplete, it will be returned to the provider and one week will be allotted for revision. Checklists can be modified based on project specific requirements.

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| **PS&E Submission (PWD 90%)**  *The PS&E submission should incorporate all comments from the internal and external utility/agency reviews. There should be no design changes at this point.* |  |
| * Update on external reviews. Provide evidence that all internal and external comments on the substantially complete design submission have been adequately addressed. (.PDF) |  |
| * Materially complete plan set (.PDF and .DWG) including:   + Drawings prepared in accordance with the *GSI Survey & Drawing Standards*   + All design features included and identified   + Layout complete with all necessary call-outs   + Profile complete with all necessary call-outs   + Sections, as needed, complete with all necessary call-outs   + All needed inverts and dimensions specified   + All needed details included   + Landscape plans using species from PWD approved GSI plant list   + System and SMP numbering included   + Maintenance Component ID’s included   + Roadway grading plans (for bumpout locations only) |  |
| * Draft PWD GSI Design Report (all files combined into single .PDF), along with supporting attachments:   + Written Report documenting design approach and assumptions (.PDF)   + GreenIT Data Entry Application Metrics Report (.PDF only)   + Supporting design calculations and modeling files (.XLSX and original modeling files)   + Dynamic Accounting files:     - Dynamic Design Calculator Tool (.XLSX)     - Modeling files, if applicable (original model files and .PDF outputs)   + Drainage area maps (.PDF and .DWG) |  |
| * Draft specifications with tracked changes (.DOCX) |  |
| * Engineer’s estimate of construction cost (.XLSX) |  |
| * Project Summary Factsheet (.PDF, .DOCX, and supporting image files) |  |

SUBMITTED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_­\_\_\_\_\_\_\_\_