# PHILADELPHIA WATER DEPARTMENT

**GSI UNIT**

#### Baseplan Submission (PWD 30%)

#### 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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| **Baseplan Submission**  *Survey all requested locations and prepare baseplans.* |  |
| * Baseplan drawings (.PDF and .DWG) including:   + Detailed survey information (.PDF and .DWG)   + Drainage area survey information (.DWG)   + Drawings prepared using *GSI Survey & Drawing Standards*   + Correct sheet layout |  |
| * Copies of benchmark correspondence with Streets Survey Unit (.PDF) |  |
| * Copies of all PA One Call plans received in the survey (.PDF) * Copy of all PA One Call Tickets (.PDF) |  |

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