



Final Engineering Checklist

Revised: 09/04/2026

PROJECT NAME:

YES	NO	N/A	GENERAL
☐	☐	☐	Review Submission Coversheet. (Article IV)
☐	☐	☐	Review fees submitted before beginning the review. (Article IV)
☐	☐	☐	All Preliminary Engineering comments have been addressed. (Article IV)
☐	☐	☐	DESC approval. (Article IV)
☐	☐	☐	Engineer's Cost Estimate. (Article IV)
☐	☐	☐	Traffic Impact Study. (Article IV)
☐	☐	☐	Township approval letter. (Article IV)
☐	☐	☐	Fire Department approval letter. (Article IV)
☐	☐	☐	Draft Plat at 90% completed. (Article IV)
YES	NO	N/A	TITLE SHEET
☐	☐	☐	Location Map. (Article IV)
☐	☐	☐	Index Map that shows the subdivision layout, north arrow, and scale bar. (Supplemental Specifications)
☐	☐	☐	Approval Block Statement (Subdivisions): "The Delaware County Engineer's signature on this plan signifies only concurrence with the general purpose and location of the proposed improvement. All technical details remain the responsibility of the Professional Engineer who prepared and certified these plans." (Article IV)

☐	☐	☐	Approval Block Statement (CAD, Commercial, Industrial, Multifamily): “The Delaware County Engineer’s signature on this plan signifies only concurrence with the general purpose and location of the proposed improvements within the right-of-way, storm water management, and erosion and sediment control. All technical details remain the responsibility of the Professional Engineer who prepared and certified these plans.” (Article IV)
☐	☐	☐	Subdivision nomenclature, such as Section, Phase, Part. (Article IV)
☐	☐	☐	Consultant’s Certification: “This is to certify that good engineering practices have been utilized in the design of this project and that all of the minimum standards as delineated in the Delaware County Design, Construction and Surveying Standards Manual have been met, including those standards greater than minimum where, in my opinion, they are needed to protect the safety of the public. Any variances to the above standards are consistent with sound engineering practice and are not detrimental to the public safety and convenience. These variances have been listed herein and have been approved by the Delaware County Engineer.” (Article IV)
☐	☐	☐	Reference to the appropriate Standard Drawings. (Article IV)
☐	☐	☐	Variances Table. (Article IV)
☐	☐	☐	Specifications Statement above the signature block: “The Delaware County Engineer's Design, Construction and Surveying Standards, current edition, the standard specifications of the State of Ohio Department of Transportation, current edition (English Units), including standard drawings and supplemental specifications listed shall govern this improvement.” (Article IV)
☐	☐	☐	Change Order Table that contains the description of the change, affected plan sheets, and approval column with date. (Article IV)

☐	☐	☐	Description of Benchmarks and their locations, as well as elevation of all Master Benchmarks. (Article IV)
☐	☐	☐	Development Density that includes the total number of dwelling units divided by total combined area of dwelling units and street right-of-way. Note: Low = <2; Medium = 2.1-6; High = >6. (Article VI)
☐	☐	☐	RPC Number.
☐	☐	☐	Range, Township, Quarter, VMS, and USML Description.
☐	☐	☐	Del-Co Water Signature line.
☐	☐	☐	Centerline Table for all public roads.
YES	NO	N/A	GENERAL NOTES AND QUANTITIES
☐	☐	☐	General Notes. (Article IV)
☐	☐	☐	If cluster mailboxes are required by the post office, the CBUs meet the Delaware County requirements including minimum street width adjacent to the cluster boxes.
☐	☐	☐	Quantities Table, completed and separated by Section/Phase, as well as Earthwork, E&SC, Storm Sewer, Pavement, and Signs. (Article IV)
☐	☐	☐	Typical Sections – ADT listed. Note: Residential Vehicle Demand is 10 ADT per dwelling unit. (Article VI)
☐	☐	☐	Typical Sections – Terrain classification level 0-8%, rolling >8%. (Article VI)
☐	☐	☐	Typical Sections – Design speed per Table 601. Note: Design speed is posted speed plus 5 of any existing roads, 30 for local level, 25 local rolling, etc. per Table 601. (Supplemental Specifications)
☐	☐	☐	Typical Sections – Pavement design matches County standard drawings. Note: Pavement design in Article VII, if not. (Article VII)
☐	☐	☐	Typical Sections – Road classification. (Article VI)

☐	☐	☐	Typical Sections – Verified against standard drawings, pg. 6 Article VII including CBR and SN values from tables in Article VII.
☐	☐	☐	Typical Sections – Typical section widths, drops, CBR, and SND match standard drawings.
YES	NO	N/A	GRADING PLAN
☐	☐	☐	Topography shown within the area. (Article IV)
☐	☐	☐	Work and/or clearing limits, areas to protect. Note: A grading plan or SWPPP is sufficient. (Article IV)
☐	☐	☐	Maximum scale: 1"=50'. (Article IV)
☐	☐	☐	Adjacent property owner information.
☐	☐	☐	Elevations at all property corners and break points. (Article IV)
☐	☐	☐	Elevations tie into existing topography at the edge of the property and/or no-build zones or conservation easements. (Article IV)
☐	☐	☐	Existing and proposed contours shown at 1-ft intervals but can be 5-ft intervals if the terrain is rolling. (Article IV)
☐	☐	☐	Finished grade and Hold-Down elevations with walk-out elevations provided. (Article IV)
☐	☐	☐	All easements shown and dimensioned with correct widths, including major flood route easements, storm sewers, preservation, etc., widths per Supplemental Specs. (Article IV)
☐	☐	☐	Landscape and mounding features. Note: Cannot interfere with drainage patterns. (Article IV)
☐	☐	☐	Roadway stationing shown. (Supplemental Specifications)
☐	☐	☐	All utilities outside the right-of-way. Note: Public utilities are allowed to be in the right-of-way by DCEO's discretion, but Del-Co Water requests property rights within the easement. (Supplemental Specifications)

☐	☐	☐	Storm structures are 10-ft minimum from the property line. Note: For all offsite tributary areas with drainage areas of 1 acre or more, ensure a real outlet location for the upstream property exists. (Article IX)
☐	☐	☐	Sidewalks shown. Note: Shown which are being built by the developer and which by the homeowner.
☐	☐	☐	Top of castings provided for the storm/sanitary, which match the profiles.
☐	☐	☐	Any FEMA floodway/floodplain labeled. Note: FEMA FIRM note on grading plan, title sheet, or SWPPP.
☐	☐	☐	Rock channel protection shown at all outlets, checked per ODOT L&D Manual Vol. 2, Figure 1002-4.
☐	☐	☐	Flood routing path with easements. Note: All water tributary to a basin can route overland. (Article IV)
☐	☐	☐	Rear lot drainage shown to be 2%. Note: A storm sewer is required in all rear lots if 2% is not achieved. A minimum slope in general is 1%. (Article III)
☐	☐	☐	Storm structures at every third property line, if slope is less than 2%. (Article IV)
☐	☐	☐	1% minimum side and rear lot slopes. (Article IV)
☐	☐	☐	All sump pumps/roof drain to rear lot system or into a drainage swale. (Article IV)
☐	☐	☐	Drainage arrows included that indicate sheet flow direction. (Article IV)
☐	☐	☐	100-year headwater elevations for culverts are shown, ensuring easements are 1-ft above the 100-year elevation. (Article IV)
☐	☐	☐	Drainage easements exist for all stormwater features, including subsurface, basin, ditch, stream, sewer, and flood routes (1-ft above 100-year elevation). (Article IX)
☐	☐	☐	Depth of flooding does not exceed 12" at the gutter line. (Article IX)

☐	☐	☐	Rear lot flood routing does not exceed 1.5-ft. (Article IX)
☐	☐	☐	Protected areas are shown, such as wetlands and trees.
☐	☐	☐	Proposed buildings are shown to be 1-ft above flood route elevations.
☐	☐	☐	Basin 100-year elevation does not break flood route path.
☐	☐	☐	Separate SWPPP Plan included.
☐	☐	☐	Construction Entrance and detail included.
YES	NO	N/A	INTERSECTION DETAILS
☐	☐	☐	All intersections shown.
☐	☐	☐	Maximum scale: 1"=30'. (Article IV)
☐	☐	☐	Angle of intersection is 90 degrees. Note: 90 degrees is preferred, but 75 degrees in the minimum. (Article VI)
☐	☐	☐	Storm structures are a minimum of 4-ft from ADA ramps. (Article VI)
☐	☐	☐	Minimum cul-de-sac bulb right-of-way radius. Note: 45-ft if no curb, 56.5-ft with curb, 75-ft with island. (Article IV – Table 601)
☐	☐	☐	Minimum curb return radii has been met. Note: 30-ft if local-local, 35-ft if local-collector, and 40-ft if collector-arterial, 50-ft if arterial-arterial/commercial/industrial. (Article IV – Table 604)
☐	☐	☐	ADA warning stripes per ADA regulations. (Supplemental Specifications)
☐	☐	☐	Ramps widths match walk/multi-use width.
☐	☐	☐	PC/PT of intersection details match profile grade.
☐	☐	☐	No low spots creating ponding issues.
☐	☐	☐	Spot elevations along centerline and edge/curb.
☐	☐	☐	ADA ramps meet requirements.
☐	☐	☐	Cross slopes shown around cul-de-sac.

☐	☐	☐	Crosswalks tangent on outer edge to curb and do not send pedestrians into traffic.
☐	☐	☐	Minimum of 0.50% slopes curb and gutter. (Article VI)
☐	☐	☐	Crosswalks at entrances tying into walks along existing roads.
YES	NO	N/A	CROSS SECTION SHEETS
☐	☐	☐	Minimum scales at 1"=5' vertical and 1"=10' horizontal. (Article IV)
☐	☐	☐	Cross sections provided every 50-ft. (Article IV)
☐	☐	☐	Data provided for each section, including Proposed and Existing centerline elevation, station number, street name, ditch flowline elevation, utility locations and elevations, fore slope and backslope rates. (Article IV)
☐	☐	☐	Detailed bearings of all bridges, culverts, etc.
YES	NO	N/A	TRAFFIC CONTROL, SIGNING, PAVEMENT MARKINGS, AND STREET NAMES
☐	☐	☐	Street name signs. (Article IV)
☐	☐	☐	Traffic control devices. (Article IV)
☐	☐	☐	Pavement markings. (Article IV)
☐	☐	☐	Stop signs at all T-intersections or 4-way intersections.
☐	☐	☐	No parking signs on the same side as the hydrants with 200-ft maximum spacing (50-ft minimum) . (Article VI)
☐	☐	☐	Speed limit signs on existing roads at connection. (Article VI)
☐	☐	☐	Speed limit signs on all subdivision streets. Note: All streets is preferred but DCEO only requires a speed limit sign on the entry street. (Article VI)
☐	☐	☐	27-ft streets only allowed with parking restricted. Note: One side only, no parking on the fire hydrant side. (Supplemental Specifications – Table 601-2)
☐	☐	☐	All signs shown in Plan View.

☐	☐	☐	Item 647 on short line markings, 644 for long, including stop bars, arrows, crosswalks, and centerlines/edge lines.
☐	☐	☐	Stop signs and stop bars are compatible with ADA ramps.
☐	☐	☐	Temporary barricade on stub streets. Note: Reference Standard Drawing DCEO 2190.
YES	NO	N/A	BASIN DETAILS
☐	☐	☐	Basin details are on a separate sheet. (Article IV)
☐	☐	☐	Dimensioned plan and cross-sectional views of complete basin. (Article IV)
☐	☐	☐	Emergency spillway conveys entire 100-year storm, and a detail has been provided. In the event of a blocked outlet structure, the entire 100-year storm must pass. (Article IV)
☐	☐	☐	Outlet control structure detail has been included, including sizes, orifice plates, specifications, and materials. (Article IV)
☐	☐	☐	4:1 side slope maximum. Note: Slopes below safety bench can be maximum of 2:1 with erosion control (S441A). (Supplemental Specifications)
☐	☐	☐	Dry basin maximum height of water. Note: 3-ft is preferred but 6-ft is the maximum. (Supplemental Specifications)
☐	☐	☐	15-ft wide maintenance berm. Note: A requirement for DESC.
☐	☐	☐	Dry basin has a concrete channel, if the slope is <2%, per standard drawing.
☐	☐	☐	If submerged outlets are used, headwall is 1-ft above 100-year WSE. (Article IX)
☐	☐	☐	Outlets are located 30-ft minimum from the property line. (Supplemental Specifications)
☐	☐	☐	Emergency spillway not located overtop of the outlet pipe. (Supplemental Specifications)

☐	☐	☐	Top of basin grate is 0.3-ft minimum below the spillway elevation. (Supplemental Specifications)
☐	☐	☐	Top of berm is 1-ft minimum above the 100-year elevation. (Supplemental Specifications)
☐	☐	☐	Anti-seep collars on basin outlet. (Supplemental Specifications)
☐	☐	☐	Spillway is only utilized for discharge over the 100-year storm. (Supplemental Specifications)
☐	☐	☐	Safety bench is a minimum of 5-ft wide at a maximum of 12:1 slope. Note: Recommended for all basins. (Supplemental Specifications)
☐	☐	☐	Safety bench bottom is 2.5-ft below NWSE. (Supplemental Specifications)
YES	NO	N/A	DESIGN FOUNDATION
☐	☐	☐	Entrance street of subdivision shall be considered a Collector, to the first intersection or specified length as necessary. Left turn storage is 100-ft minimum with a 50-ft taper. (Article VI)
☐	☐	☐	Minimum 36-ft width for entrance streets. (Article VI)
☐	☐	☐	Loop streets must adhere to all requirements. Note: Only curb & gutter, maximum parallel tangent 500-ft, maximum approach 500-ft, total length <1300-ft, minimum centerline radius between approach and tangent 75-ft, minimum slope 2%, minimum pavement width 27 f/f, waterline on inside of loop, no eyebrows or CADs. (Article VI – Table 601)
☐	☐	☐	Liberty Township subdivisions shall use roller compacted concrete in pavement buildup. This has been done. (Supplemental Specifications)
☐	☐	☐	Parkways/boulevards must be discussed in preliminary engineering. This has been done. (Article VI)
☐	☐	☐	Use tables from Section 601 evaluate road design. Note: Pavement width, right-of-way width, and design speeds. (Article VI)

☐	☐	☐	Approval has been granted for access to arterial and collector streets. (Article VI)
☐	☐	☐	Minimum centerline radii, cul-de-sac radii, etc. Note: Review Table 601 for all requirements. (Article VI – Table 601)
☐	☐	☐	Maximum length of cul-de-sac; Low Density: 1500-ft, Medium Density: 1,000-ft; High Density: 750-ft. (Article VI – Table 601)
☐	☐	☐	Sight distance is available for connection to street. (Article VI)
☐	☐	☐	Temporary turnaround exists. Note: Required if end of road is 250-ft from the nearest intersection. A temporary turnaround cannot be used as a driveway. Permanent turnarounds are not permitted without approval; Only on low-volume/low-density roads. (Article VI)
☐	☐	☐	Minimum distance centerline offset for adjacent intersections. Note: 150-ft local-local, 200-ft local-collector, 350-ft collector-collector. (Article VI – Table 604)
☐	☐	☐	Minimum tangent length approaching intersection. Note: 50-ft level terrain, 30-ft rolling. (Article VI – Table 604)
☐	☐	☐	Adequate drainage outlet. Note: Ditch, stream, storm sewer, basin having capacity to accommodate surface runoff. (Article XI)
☐	☐	☐	All construction items clearly shown by Section, Phase, and Part. Note: Clear labels for where to start/end work on infrastructure.
☐	☐	☐	CAD typical section per requirements. Note: 9-in of 301 and 2-in 404 on open ditch roadway. (Article VIII – Table 801)
☐	☐	☐	CAD driveway geometry per requirements. Note: 12-ft minimum width and 20-ft radii for standard CAD minimums. (Article VIII – Table 802)
☐	☐	☐	Proper right-of-way width shown per DCEO Thoroughfare Plan.

YES	NO	N/A	STREET PLAN, PLAT, PROFILE AND CROSS SECTION SHEETS
☐	☐	☐	All streets shown on the plan and profile sheets. (Article VI)
☐	☐	☐	Scales: 1"=5' vertical; 1"=50' (maximum) horizontal. (Article VI)
☐	☐	☐	Street centerline, stationing, right-of-way lines, and lot numbers. (Article VI)
☐	☐	☐	Easements. (Article VI)
☐	☐	☐	Existing and proposed utilities. (Article VI)
☐	☐	☐	Station and offset of all structures and/or GPS coordinates. (Article VI)
☐	☐	☐	Profile shows centerline stationing, existing, and profile grade. (Article VI)
☐	☐	☐	Profile shows elevations every 50-ft, and the data band shows existing/proposed correctly. (Article VI)
☐	☐	☐	Vertical curves required. Design speed 25;1.85% max change, 30;1.30%, 35;0.95%, 40;0.75%, 45;0.55%, 50;0.45%. (ODOT L&D Volume 1 203)
☐	☐	☐	Profile shows vertical curve data with elevations at all sag/crest and at 25-ft intervals. (Article VI)
☐	☐	☐	Crest curves at Design speed 25;k=12, 30;k=19, 35;k=29, 40;k=44, 45;k=61, 50;k=84. (ODOT L&D Volume 1 203)
☐	☐	☐	Sag curves at Design speed 25;k=26, 30;k=37, 35;k=49, 40;k=64, 45;k=79, 50;k=96. (ODOT L&D Volume 1 203)
☐	☐	☐	Profile shows all existing and proposed utility crossings, including storm, sanitary, waterline, culverts, and bridges. (Article VI)
☐	☐	☐	Termination of curb at the end of radius over 10-ft minimum. (Article VI)
☐	☐	☐	Minimum profile grade of 0.5% for curb & gutter streets. Note: Maximum 4% level, 8% rolling. (Article VI)

☐	☐	☐	Line and curve data.
☐	☐	☐	Minimum tangent length between curves (horizontal align). Note: 100-ft arterial/collector, 50-ft local, commercial, and industrial. (Article VI)
☐	☐	☐	Appropriate number of curb ramps. Note: 6 required at T-type intersections, 8 required at 4-way intersections. (Article VI)
☐	☐	☐	Easement around temporary turnaround. Note: Easement covering the portion extending beyond the right-of-way. (Article VI)
☐	☐	☐	Open ditch road drive pipe sized for 10/25 year. Note: 10 for local, 25 for collector, minimum pipe size 12 inches. (Article VIII)
☐	☐	☐	Open ditch road maintains 0.3% within 50-ft of sag. (Supplemental Specifications)
☐	☐	☐	1.6% minimum slope away from connection to road, per ODOT requirements. (ODOT L&D Volume 401)
☐	☐	☐	Profile grade agrees with existing tie-in elevation.
☐	☐	☐	Existing temporary turnarounds to be removed.
☐	☐	☐	Temporary turnaround matches standard drawing dimensions.
☐	☐	☐	Barricades needed at dead ends.
☐	☐	☐	Project beginning/end stationing/elevation for roadways.
☐	☐	☐	Pavement relief joints in accordance with Standard Drawing R2175.
YES	NO	N/A	STORMWATER MANAGEMENT
☐	☐	☐	Local tributary map shows offsite flows with arrows showing direction of flow. (Article IV)
☐	☐	☐	CN=77 maximum in underdeveloped areas. (Supplemental Specifications)
☐	☐	☐	Define watersheds by A, B, C, etc. and match Basin names. (Article XI)

☐	☐	☐	Major storm system must have capacity for the 100-year storm. (Article XI)
☐	☐	☐	Pre-development tributary map is complete. Note: Overall site, offsite basins flowing through, sub-basin acreages, description of ground cover, overland flow paths, flow lengths, terms of concentration. (Supplemental Specifications)
☐	☐	☐	Post-development tributary map complete, including lot lines streets, drainage structures, proposed contours, sub-basin acreages, description of ground cover, overland flow paths, flow lengths, times of concentration, peak flows for sub-basins. (Supplemental Specifications)
☐	☐	☐	Total areas match between pre/post tributary maps. (Supplemental Specifications)
☐	☐	☐	Local tributary map matches storm sewer calculations.
☐	☐	☐	Stormwater report contains all elements, including a narrative, table of contents, pre/post/local tributary maps, pond, culvert, sewer, spread, inlet, flood, water quality, and ditch capacity calculations. (Supplemental Specifications)
☐	☐	☐	100-year to 2-year or match storm design flowrates. Note: Medium/High density vs LOW. (Article XI)
☐	☐	☐	County rainfall values for hydrology.
☐	☐	☐	Minimum design year of 10 for open channels. (Article XI)
☐	☐	☐	Open channel minimum slope of 0.40%. 0.24% true minimum, with 2 fps for minimum design year storm. (Article XI)
☐	☐	☐	Flood routes use weir equation $CLH^{1.5}$. (Supplemental Specifications)
YES	NO	N/A	STORM SEWERS
☐	☐	☐	Match crowns at all junctions. (Article XI)

☐	☐	☐	No parallel pipes installed at curb inlets, as a sewer pipe can only enter front/back with the main sewer separated from the inlets. (Article XI)
☐	☐	☐	Design year frequency (2 or 10); 2-yr for curb and gutter and 10-year for open ditch. (Article XI)
☐	☐	☐	All road and utility crossings shown with granular backfill to right-of-way or 7-ft past pavement and down 1:1 line of influence in accordance with Standard Drawing DCED-R100.
☐	☐	☐	Minimum cover to subgrade 24 inches. (Article XI)
☐	☐	☐	Maximum 300-ft between structures. (Article XI)
☐	☐	☐	Normal pool and 100-year pond elevations. (Supplemental Specifications)
☐	☐	☐	Anti-seep collars on pond outlets per Standard Drawing S440B. Note: Minimum 2 per outlet, minimum 5-ft spacing from each other and each end, per ODOT L&D2 1113.3.1.2. (Supplemental Specifications)
☐	☐	☐	Proper headwalls used at ends of runs.
☐	☐	☐	Structure types checked against standard drawings.
☐	☐	☐	Curb inlet pipes less than 21 inches diameter.
☐	☐	☐	Variance requested for concrete pipes with less cover with a minimum of 9 inches under the subgrade with concrete encasement.
☐	☐	☐	Granular backfill shown at crossings per DCED R100.
☐	☐	☐	Manholes used as curb inlets only by variance.
☐	☐	☐	Coordinate table with spots for as-builts. (Article IV)
☐	☐	☐	Pipe elevations at junctions are shown correctly.
☐	☐	☐	Calculations match profile data for invert, pipe diameter, pipe length, top of casting, and inverts.
☐	☐	☐	Minimum flow velocity 3 fps. (Article XI)

☐	☐	☐	Mannings number of 0.012 for 60-in and less or 0.013 for greater than 60-in. (Article XI)
☐	☐	☐	C value correct for land use.
☐	☐	☐	5-year hydraulic grade line does not exceed grate. Note: For rear lot, 10-yr cannot exceed 1.5-ft based on tailwater or eight-tenths of the pipe diameter. (Article IV)
☐	☐	☐	Time of concentration minimums, including 10 for cub inlets, 15 for catch basins (maximums) . (Article XI)
☐	☐	☐	Storm sewer calculations carry acreage through manholes. Note: Connecting structures show tributary area from connected pipes.
☐	☐	☐	Culverts have been designed to the proper design year. Note: 10-year for local, 25-year for collector, for others refer to ODOT L&D. (Article XI)
☐	☐	☐	Culvert cover to subgrade at 24 inches. (Article XI)
☐	☐	☐	100-year ponding elevations for all culverts. (Article XI)
☐	☐	☐	Curb inlet maximum spread. Note: <26-ft street = 8-ft, > 26-ft = 9-ft. (Article XI)
☐	☐	☐	Inlet spacing shall not exceed 400-ft. (Article XI)
☐	☐	☐	Drive pipes evaluated for open ditch subdivisions. (Article VIII)
☐	☐	☐	No blind taps into storm sewer lines. Note: All roof drains, etc. must tie into a storm sewer structure.
YES	NO	N/A	COST ESTIMATE
☐	☐	☐	Project organized by Name, Section, Phase, Part, etc.
☐	☐	☐	Title with "Estimate of Probable Cost" or similar wording.
☐	☐	☐	Indication of Bond/No Bond Agreement.
☐	☐	☐	Consultant Name, Address, Phone Number/Email.
☐	☐	☐	Owner's Name, Address, Phone Number/Email.

☐	☐	☐	Item Numbers per CBUS/ODOT CMS.
☐	☐	☐	Item Descriptions.
☐	☐	☐	Quantities.
☐	☐	☐	Units.
☐	☐	☐	Unit Costs.
☐	☐	☐	Item Costs.
☐	☐	☐	All quantities match the Final Engineering plan.
☐	☐	☐	All item costs match the Unit Cost Spreadsheet.
☐	☐	☐	Total Construction Costs provided, not rounded.
☐	☐	☐	Total Construction Bond, stated as the total construction cost rounded up to the next hundred.
☐	☐	☐	Maintenance Bond. Note: Not required for existing road widening projects, 10% of total rounded cost, also rounded up.
☐	☐	☐	Inspection Fee. Note: 8% of total rounded cost, also rounded up to the next hundred.
☐	☐	☐	Signature lines for the Consultant and DCEO.
☐	☐	☐	Signed and sealed by the Consultant. Note: Final submission only.
YES	NO	N/A	FOR INTERNAL USE ONLY
☐	☐	☐	County Engineer Plan Markups stamp has been applied.
☐	☐	☐	Notice to Proceed has been completed.