ODOT Available Checklists

Checklist Topic	Related Specification
Drilled Shaft Inspector (734-2625) Pile Driving (734-2609) Pre-Pour Concrete (734-2626)	Section 500's
Pre-Pour Concrete (734-2626)	Section 700's

For the electronic versions of the checklist forms, check the ODOT website at http://www.oregon.gov/ODOT/HWY/CONSTRUCTION/Pages/HwyConstForms1.aspx

OREGON DEPARTMENT OF TRANSPORTATION

PREPOUR CHECKLIST

PROJECT NAME (SECTION)	CONTRACT NO.
HIGHWAY	FEDERAL AID NO.
CONTRACTOR OR SUBCONTRACTOR	

PLACEMENT:

	DATE	INITIALS	REMARKS
REINFORCEMENT			
FABRICATION			
INSTALLATION			
CLEARANCE			
FORMS			
DIMENSIONS			
CONST JOINTS			
IMBEDDED ITEMS			
BLOCKOUTS			
SURVEY/GRADE			
CONCRETE PLACEMENT			
PLACING METHOD			
QUANTITY			
POUR CREW			
VIBRATION			
LIFT SIZE			
WEATHER			
DURATION			START _____ FINISH _____
TESTING			
MIX DESIGN #			
QCT			
TEST RESULTS			
REJECTED LOADS			
REMARKS			

REMARKS

PREPARED BY:	WORK DATE:

734-2626 (7-2006)

Oregon Department of Transportation

Print Form

Drilled Shaft Inspector's Checklist

The following is a general checklist to follow when constructing a drilled shaft. The answer to each of these questions should be "Yes" or "NA" unless plans, specifications or specific approval has been given otherwise. Any answer of "No" should be explained in the Notes/Comments.
CONSULT WITH PROJECT MANAGER FOR YOUR SPECIFIC PROJECT RESPONSIBILITIES.

Pre-Construction

☐ Yes ☐ No ☐ NA 1. Has the Contractor submitted a Drilled Shaft Installation Plan (00512.40)?

☐ Yes ☐ No ☐ NA 2. Has the Drilled Shaft Installation Plan been approved?

☐ Yes ☐ No ☐ NA 3. Does the Contractor have an approved concrete mix design (00512.12)?

☐ Yes ☐ No ☐ NA 4. Has the Contractor run the required Trial Mix and slump loss tests for their concrete mix design (00512.12)?

☐ Yes ☐ No ☐ NA 5. If concreting is estimated to take over two hours, has the Contractor performed a satisfactory slump loss test for the extended time period in accordance with Section 00512.12, Concrete Mix Design?

☐ Yes ☐ No ☐ NA 6. If the Contractor proposed a polymer slurry, do you have a copy of the quality control plan for the slurry (00512.43(f) and the name and phone number of the slurry manufacturer's representative who will be providing technical assistance?

☐ Yes ☐ No ☐ NA 7. Have you reviewed the Foundation Data Sheet and drill logs and understand the subsurface conditions?

☐ Yes ☐ No ☐ NA 8. Has the Contractor addressed the Protection of Existing Structures?

☐ Yes ☐ No ☐ NA 9. Does the Contractor have all the equipment and tools shown in the Drilled Shaft Installation Plan (Section 00512.40)?

☐ Yes ☐ No ☐ NA 10. If casing is to be used, is it the right size and material in accordance with the plans and Section 00512.13?

☐ Yes ☐ No ☐ NA 11. If the Contractor plans to use a manufactured slurry, do they have the proper equipment to mix it?

☐ Yes ☐ No ☐ NA 12. Is a desander required?

☐ Yes ☐ No ☐ NA 13. If a desander is required, does the Contractor have it on site and operational?

☐ Yes ☐ No ☐ NA 14. Does the Contractor's tremie meet the requirements of Section 00512.47(a), Concrete Placement?

☐ Yes ☐ No ☐ NA 15. Do you have all the required drilled shaft forms that need to be filled out during shaft construction?

Shaft Excavation & Cleaning

☐ Yes ☐ No ☐ NA 16. Is the shaft being constructed in the correct location and within tolerance (00512.42, Construction Tolelances)?

☐ Yes ☐ No ☐ NA 17. Does the Contractor have a benchmark so the shaft can be constructed and inspected to the proper elevations?

☐ Yes ☐ No ☐ NA 18. If the Contractor is using slurry, can they perform tests and report results in accordance with 00512.43(g), Drilling Slurry Inspection and Testing?

☐ Yes ☐ No ☐ NA 19. Is the slurry level being properly maintained in accordance with 00512.43(f), Drilling Slurry Installation?

☐ Yes ☐ No ☐ NA 20. Are the proper number of types of tests being performed on the slurry in accordance with 00512.43(g)?

☐ Yes ☐ No ☐ NA 21. Are all excavated materials (spoils) property contained and disposed of (00512.43(a))?

☐ Yes ☐ No ☐ NA 22. If temporary casing is being used, does it meet the requirements of Section 00512.43(c), Casing Removal?

☐ Yes ☐ No ☐ NA 23. Is the shaft within allowable vertical alignment tollerances (Section 00512.42, Construction Tolerances)?

☐ Yes ☐ No ☐ NA 24. Is the shaft of proper depth?

☐ Yes ☐ No ☐ NA 25. Does the shaft bottom meet the clean-out requirements of Section 00512.43(h), Clean-out?

☐ Yes ☐ No ☐ NA 26. Have the Drilled Shaft Excavation forms been completed?

Reinforcing Cage

☐ Yes ☐ No ☐ NA 27. Is the rebar the correct sizes and configured in accordance with the project plans?

☐ Yes ☐ No ☐ NA 28. Is the rebar properly tied in accordance with Section 00530.41(b), Ties and Supports?

☐ Yes ☐ No ☐ NA 29. Are the proper number of CSL tubes furnished and installed according to the plans?

☐ Yes ☐ No ☐ NA 30. Does the Contractor have the proper spacers for the steel cage in accordance with 00512.45(d), Concrete Cover?

☐ Yes ☐ No ☐ NA 31. Does the Contractor have the proper amount of spacers for the steel cage in accordance with the approved Drilled Shaft Installation Plan?

☐ Yes ☐ No ☐ NA 32. Is the reinforcing cage bracing the same as shown on the steel shop drawings?

Reinforcing Steel Cage Construction and Placement

☐ Yes ☐ No ☐ NA 33. If the steel cage was spliced, was it done in accordance with the details shown on the contract plans?

☐ Yes ☐ No ☐ NA 34. Is the steel cage secured from settling and from floating? (During concrete placement steel cages sometimes rise with the placement of concrete.) (00512.45(a) & 00512.47(e), Reinforcing Steel and Casing Removal)

☐ Yes ☐ No ☐ NA 35. Is the top of the steel reinforcement at the proper elevation (00512.45)?

Concreting Operations

☐ Yes ☐ No ☐ NA 36. Prior to concrete placement, has the slurry (both manufactured and natural) been tested in accordance with Section 00512.43(g), Drilling Slurry Inspection and Testing?

☐ Yes ☐ No ☐ NA 37. If required, was the casting removed in accordance with 00512.47(e), Casing Removal?

☐ Yes ☐ No ☐ NA 38. Was the discharge end of the tremie maintained in the concrete mass with proper concrete head above it at all times (00512.47(c), Concrete Placement)?

☐ Yes ☐ No ☐ NA 39. Did concrete placement occur within the specified time limit (00512.47(a), Concrete Placement)?

☐ Yes ☐ No ☐ NA 40. Have the Concrete Placement and Volume forms been completed?

☐ Yes ☐ No ☐ NA 41. When placing concrete, did the Contractor overflow the shaft until good concrete flowed out of the top of the excavation (00512.47(a), Concrete Placement)?

☐ Yes ☐ No ☐ NA 42. Were concrete acceptance tests performed as required?

Post Installation

☐ Yes ☐ No ☐ NA 43. Is all casing removed to the proper elevation in accordance with 00512.47(e), Casing Removal?

☐ Yes ☐ No ☐ NA 44. Has all Crosshole Sonic Log Testing been completed in accordance with the Specifications (Section 00512.48, Crosshole Sonic Log Testing)?

☐ Yes ☐ No ☐ NA 45. Is the shaft within the applicable construction tolerances (00512.42, Construction Tolerances)?

☐ Yes ☐ No ☐ NA 46. Has the Contractor completed the Drilled Shaft Inspection Report (Section 00152.40(c))?

☐ Yes ☐ No ☐ NA 47. Have you documented the pay items (Section 00512.90)?

NOTES / COMMENTS

Oregon Department of Transportation

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Pile Driving Checklist

It is intended that all checklist items will be used when inspecting pile projects.

Pre-Construction

☐ Yes ☐ No ☐ NA 1. Is the Contractor using the same approved hammer system provided in the Pile & Driving Equipment Data Sheet?

☐ Yes ☐ No ☐ NA 2. Do you have the Hammer Approval Letter?

☐ Yes ☐ No ☐ NA 3. Has the Contractor met the requirements for Protection of the Existing Structures (vibration and excavation)?

☐ Yes ☐ No ☐ NA 4. Has the embankment and excavation work been completed according to Section 00520.40(a) and (b)?

☐ Yes ☐ No ☐ NA 5. If a cofferdam is required, has the Contractor submitted a design in accordance with the specifications?

☐ Yes ☐ No ☐ NA 6. If jetting is required, are the jets and supporting equipment approved?

☐ Yes ☐ No ☐ NA 7. If preboring is required, have the equipment and methods been approved?

☐ Yes ☐ No ☐ NA 8. If followers are to be used, were they approved by the Engineer or specified in the contract documents?

☐ Yes ☐ No ☐ NA 9. Do you have a reference elevation so that you know where the pile cut-off is and can determine tip elevations and penetration?

☐ Yes ☐ No ☐ NA 10. Do you have the required inspection and reporting forms?

Piles Arrive On Site

☐ Yes ☐ No ☐ NA 11. Are the piles the right size, length, type and grade for the job?

☐ Yes ☐ No ☐ NA 12. Are there any visiual defects on the pile? (If yes, please explain in the Notes / Comments section below.)

☐ Yes ☐ No ☐ NA 13. Did the Contractor supply you with the mill certification reports on the piles?

☐ Yes ☐ No ☐ NA 14. Do the piles on site match the mill certification reports on the piles?

☐ Yes ☐ No ☐ NA 15. Is all pile splicing properly performed (00520.43(f))?

☐ Yes ☐ No ☐ NA 16. Are the pile tips the right type and size and welded on properly (reinforced tips or closed end plates)?

Prestressed Concrete Piles (00520.44)

☐ Yes ☐ No ☐ NA 17. During delivery, are the piles being lifted by the correct number of pick points and at the correct locations?

☐ Yes ☐ No ☐ NA 18. Do the piles have the required information on the pile (stamp, casting date, pile #, length, prestressed yard #)?

☐ Yes ☐ No ☐ NA 19. Is the casting date older than 21 days for normal installation and 30 days for exposure to seawater and sulfate soils?

☐ Yes ☐ No ☐ NA 20. Is the length/cross-section/size/prestress configuration correct for the job?

☐ Yes ☐ No ☐ NA 21. Did you physically measure the piles?

☐ Yes ☐ No ☐ NA 22. Are the lifting eyes removed and coated with epoxy?

☐ Yes ☐ No ☐ NA 23. Are there spalling/cracks or other damage visually apparent? Any damage should be reported to your supervisor for evaluation. (If so, please explain in the Notes / Comments section below.)

☐ Yes ☐ No ☐ NA 24. Are prestress strands cut off below the surface of concrete?

☐ Yes ☐ No ☐ NA 25. For storage on job site, is dunnage placed at correct lifting positions and is it placed so that it won't settle?

☐ Yes ☐ No ☐ NA 26. Other special details that are in the specifications, such as vents, centerhole jet pipes, voids, etc., should be explained in the Notes / Comments section below.

Begin Pile Driving

☐ Yes ☐ No ☐ NA 27. Is the ODOT Pile Record Book properly filled out?

☐ Yes ☐ No ☐ NA 28. Has all available pre-driving data been entered into the Pile Record Book?

☐ Yes ☐ No ☐ NA 29. Is the saximeter being used to record stroke?

☐ Yes ☐ No ☐ NA 30. Has the "Minimum Tip" mark been determined?

☐ Yes ☐ No ☐ NA 31. Has the "Stop for Set-Check" mark been determined?

☐ Yes ☐ No ☐ NA 32. Are the piles within allowable tolerances (00520.41(f))?

☐ Yes ☐ No ☐ NA 33. Are the piles marked in the correct intervals?

☐ Yes ☐ No ☐ NA 34. Is the hammer warmed up and set on the proper fuel setting for starting out?

☐ Yes ☐ No ☐ NA 35. If using jetting to advance pile, has the Contractor removed the jets a minimum of 5 ft. above the specified tip elevation and used an impact hammer to drive to the required bearing capacity (00520.41(e))?

☐ Yes ☐ No ☐ NA 36. If concrete piles require splicing, is it in accordance with 00520.44?

☐ Yes ☐ No ☐ NA 37. If steel piles require splicing, is it in accordance with 00520.43(f) and (g)?

☐ Yes ☐ No ☐ NA 38. Are the proper number of record piles being recorded?

☐ Yes ☐ No ☐ NA 39. If using a pile cushion, does it need replacing?

☐ Yes ☐ No ☐ NA 40. Is the hammer cushion being regularly checked out?

When to Stop

☐ Yes ☐ No ☐ NA 41. Is there a Required Tip Elevation specified?

☐ Yes ☐ No ☐ NA 42. If "Yes" to #41, has the pile reached the Required Tip Elevation?

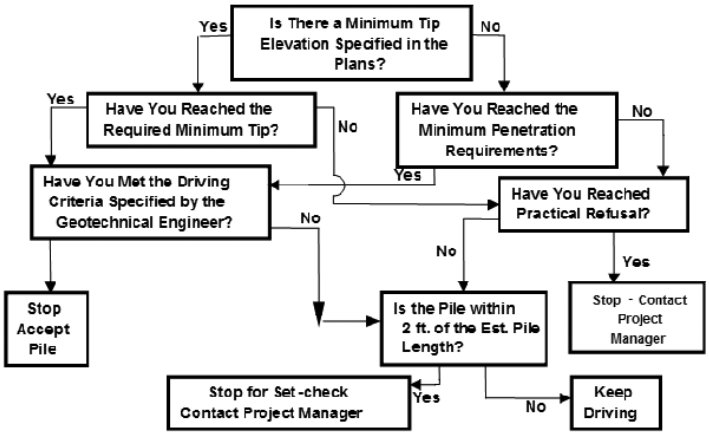
☐ Yes ☐ No ☐ NA 43. If "No" to Required Tip Elevation specified, has the pile achieve Minimum Penetration requirements (00520.41(c))?

☐ Yes ☐ No ☐ NA 44. Is the top of pile within 2 feet of cut-off elevation.

☐ Yes ☐ No ☐ NA 45. Has the pile met the Driving Criteria specified by the Geotechnical Engineer?

☐ Yes ☐ No ☐ NA 46. Has the pile reached Practical Refusal?

☐ Yes ☐ No ☐ NA 47. Have any of the piles heaved (00502.41(g))?

NOTES / COMMENTS

Sample Pile Acceptance Decision Chart