

# White House Utility District Material Submittal Package Requirements for Water & Sewer Utilities July 1, 2009

## Material Approval: Overview

White House Utility District desires to incorporate a high quality; cost/time effective materials and products review into the WHUD development process. Therefore, WHUD has established the below listed criteria to assist the area supply houses in satisfying the District's submittal requirements. The material submittal criteria are as follows.

## Project Material Submittal Packages:

### **General**

A minimum of four (4) copies of the Project's Material Submittal Package will need to be submitted to the WHUD technical representative for review and meet the following criteria/format:

1. Each material submittal package is to be presented in clear front report cover with three fasteners.
2. Cover Sheet containing the following:
  - a. Date Produced
  - b. Project Name
  - c. Contractor Company Name
  - d. Contractor Representative Name and Contact information
  - e. Supply House Name
  - f. Supply Representative Name and Contact information
3. Acknowledgement of WHUD Standards Signature Sheet (**Form 1**)
4. Table of Contents Sheet containing a list/description of all the items within the submittal package along with page numbers for easy reference.

5. Material Submittal sheets are needed for every item to complete the construction of the water and/or sewer utility project. For your convenience, a check list of water and sewer utility items has been provided (**Form 2 & Form 3**) to ensure all project items have been accounted for and included. Material submittals shall be in the form of official manufacturer data sheets containing the following information:
  - a. Manufacturer Name
  - b. Manufacturer Contact Information
  - c. Product Name
  - d. Product Part Number
  - e. Product Size
  - f. Product specifications and materials

### **Review and Response**

Upon receiving a project's material submittal package, WHUD has a standard review time of five (5) business days for each submittal and re-submittal review. Please note, due to seasonal construction activity, the review time may be extended at the discretion of the White House Utility District and review is also scheduled on a "First Come – First Serve" basis.

After review has been conducted, WHUD will issue a formal written response to the contract binding Developer and/or legal representative(s) stating the approval status of the package and if any further information is required.



ACKNOWLEDGEMENT OF WHUD STANDARDS AND POLICIES

I have read and understand WHUD's most current material approval and submittal requirements. To the best of my knowledge, this package meets the standards set forth by White House Utility District.

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

# WATER & LARGE METER SUBMITTAL CHECKLIST

Job Name: \_\_\_\_\_

Materials	Manufacturer	Materials	Manufacturer
Tapping Sleeve & Valve		RBPB Enclosures	
Service Saddles		Meter Vault	
Corporation Stops		Meter Vault Hatch	
Service Lines		Large Meter	
Brass for Services, RBPB's, Air Valves & Test Ports		Meter Radio Read Unit	
Brass Compression Fittings (2" Services)		Spool Piece Assemblies	
Meter Setters		Dismantling Joint	
Meter Boxes		Dresser Coupling	
Valves		Meter Vault Sump Pump	
Valve Boxes		Bypass Valve Post Indicator	
Mainline Pipe		2" Meter Vault	
Mainline Fittings		Gang Meter Vault	
Fitting Restraints		Valve Box Collars	
Casing-Steel			
Casing-Plastic			
Casing Spacers			
Hydrants			
Blow-off hydrants			
Hydrant Locks			
Air Valves			
Ball Valve for Air Valves Assemblies & Test Ports			
Air Valve Boxes			
Locking Gaskets			
Foster Adapter			
RBPB('s)			
Pressure Reducing Valves			

# SEWER: GRAVITY & FORCEMAIN SUBMITTAL CHECKLIST

Job Name: \_\_\_\_\_

Materials	Manufacturer	Materials	Manufacturer
Ball Valves for Vac/Air valves & Flushing Assemblies		Tapping Sleeve & Valve	
Boxes for Flushing Assemblies		Vac/Air Release Valves	
Boxes for Vac/Air Valves		Valve Boxes	
Brass Compression Fittings		Valve Box Collars	
Brass for FM Services, Vac/Air Valves & Flushing Assemblies		Valves	
Butyl Sealant		Water Tight Inserts	
Cam-Lock Parts			
Casing – Plastic			
Casing – Spacers			
Casing – Steel			
Cement Mortar for Manholes			
Chimney Seals			
Detection Wire			
DI & C900 Fittings			
DI Pipe			
Fitting Restraints			
Foster Adapter			
Frame & Cover			
Internal Drop Assembly			
Manhole Coating System			
Manholes			
Pipe/Manhole Boots			
PVC Fittings (Gravity)			
PVC Fittings (Pressure)			
PVC Pipe (Gravity)			
PVC Pipe (Pressure)			
Sewer Service Markers			
Tapping Saddles			