

**APPENDIX N**

**CITY OF SAN BERNARDINO  
MUNICIPAL WATER DEPARTMENT**

**EXAMPLE INSPECTION CHECKLIST**



City of San Bernardino  
Municipal Water Department  
195 North "D" Street  
San Bernardino, CA 92402

**SAN BERNARDINO MUNICIPAL WATER DEPARTMENT  
Inspection Checklist**

Tract 16509-1

EPN: 03-017

		<b>Inspector's</b>	
		<b>Initials</b>	<b>Date</b>
		_____	_____
<b>Prior to Construction:</b>			
Curb & Gutter Exists		_____	_____
Streets At or Near Grade		_____	_____
Components Acceptable		_____	_____
Discharge Permit or SWPPP?		_____	_____
<b>Prior to Backfill:</b>			
Connection (8") - Ash Street @ Northpark Blvd (8" Main)		_____	_____
Connection (8") - Valles Dr. @ Campus Pkwy. (8" Main)		_____	_____
Pipe Grade		_____	_____
Shading/Sanding of pipe		_____	_____
Restraints		_____	_____
2" Chlorination & Flushing Ports:			
Ash Street @ Northpark Blvd.		_____	_____
Valles Dr. @ Campus Pkwy.		_____	_____
Configuration Approval		_____	_____
<b>Prior to Tie-in w/Existing Facilities:</b>			
Initial Fill	time	_____	_____
Count Turns to Open/Close GVs/Confirm Open.		_____	_____
Pressure test	time	_____	_____
Pre-Flush (3X pipe volume)	time	_____	_____
Chlor. - Ave. Dose Conc.	_____ ppm	_____	_____
Chlor. - Ave. Resid. Conc.	_____ ppm	_____	_____
Flush prior to BACT	time	_____	_____
BACT Sampling	time	_____	_____
Flush after BACT Sampling Results (favorable)	time	_____	_____
<b>Intertie to Existing System:</b>			
Ash Street @ Northpark Blvd.		_____	_____
Valles Dr. @ Campus Pkwy.		_____	_____
<b>Prior to Paving:</b>			
Compaction Test Reports		_____	_____
Valve Can Alignment		_____	_____
<b>After Initial Paving:</b>			
Gate Valve Can Alignment		_____	_____
Depth to Gate Valve Nuts		_____	_____
GVs fully open, Vig. Flush (4" outlet wide open) @ each F.H.		_____	_____
Test Operation of Air Release Valve (ARV).		_____	_____
<b>After Final Paving:</b>			
Valve Can Covers to Grade		_____	_____
Valve Can Covers Exposed / Cleaned off		_____	_____
Paint Fire Hydrants, Spools, Burys & ARV Risor.		_____	_____
Install Blue Dot Pavement Markers		_____	_____

**SAN BERNARDINO MUNICIPAL WATER DEPARTMENT**  
**Inspection Checklist**

Tract 16509-1      EPN: 03-017

Normal SBMWD inspection hours are 7:30AM to 4:00PM, Mon. thru Fri. (exc. holidays).

Call for SBMWD Stockroom hours.

All inspections and activations require a 24 hour advance request.

72 hr. prior written request is required for holiday inspection, payable at 1.5x the normal rate.

Dept. Holidays Observed

Martin Luther King B-Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving	Fourth Thursday & Friday in November
Christmas	December 24th & 25th
New Year's	December 31st and January 01

Water Department Engineering / Inspection phone number: (909) 384-5391.

Water Department Customer Service / Service Activation phone number: (909) 384-5095.

Water Department Water Quality / Inspection phone number : (909) 384-5139

**SAN BERNARDINO MUNICIPAL WATER DEPARTMENT  
Inspection Checklist - SERVICES**

Tract 16509-1

EPN: 03-017

	<b>Inspector's Initials</b>	<b>Date</b>
<b>Model Homes Service Installation (4 lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____
<b>Phase 1 Service Installation (__ lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____
<b>Phase 2 Service Installation (__ lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____
<b>Phase 3 Service Installation (__ lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____
<b>Phase 4 Service Installation (__ lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____
<b>Phase 5 Service Installation (__ lots)</b>		
Inspections - day of meter installation & tailpipe.	_____	_____
Inspections - day prior to sidewalk installation	_____	_____
Inspections - after sidewalk installation	_____	_____

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 72 hr. prior written request is required for holiday inspection, payable at 1.5x the normal rate.

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