

# Cofferdam Preliminary Design Checklist

## Attachment 1

*(Completed by Estimator or Project Manager During Bid Phase)*

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BU:  Estimate #:  Date:

Project Name:  Location:

Area/Description:  Estimator:

1	Geotechnical report (is the information sufficient for complete design?)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
2	Specifications and drawings for structure inside proposed cofferdam	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
3	Performance specification for proposed cofferdam	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
4	Client drawings for U/G and OH utilities and obstructions	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
5	Location of proposed cofferdam in reference to site plan and borings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
6	Required excavation depths and requirements	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
7	Existing site conditions (elevation of grade, working surface, etc.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
8	Dewatering requirements at cofferdam (groundwater design basis)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
9	Surcharge requirements and limitations (equipment and other live loads)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
10	Waler and strut construction feasibility	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
11	Engineering construction tolerances (excavation allowances for waler install)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
12	Engineering proposal includes time for meetings/ discussions	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
13	Confirm engineer to provide step-by-step sequenced drawings after award	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
14	Have all assumptions and limitations been stated in Cajun proposal?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

# Cofferdam Submittal Checklist

## Attachment 2

*(Completed by Project Manager & Director During Submittal Phase)*

BU: \_\_\_\_\_ Job #: \_\_\_\_\_ Date: \_\_\_\_\_

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

Area/Description: \_\_\_\_\_ Contract Number: \_\_\_\_\_

1	Drawings are CAD based	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
2	Drawings are stamped by engineer in appropriate state for work	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
3	Drawings clearly identify project name, client, location and structure name	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
4	Overall plot plan drawing and layout identified on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
5	Construction sequence clearly identified on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
6	All materials are specified on drawings (length, type, size, etc.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
7	All material connections are clearly labeled and detailed on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
8	Cofferdam layout is sized per project requirements	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
9	Live load surcharge is identified on drawings (for equipment working near hole)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
10	Anticipated subsurface water elevation identified in notes or drawing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
11	Dewatering requirements (if applicable)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
12	Weld details/ fit up tolerances	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
13	Engineering tolerances (for construction) are identified in drawing notes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
14	Existing working grade elevation identified on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
15	Planned excavation grade elevation identified on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
16	Coordinates for cofferdam identified on drawings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

Submitted By: \_\_\_\_\_

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

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

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

# Cofferdam Installation Checklist

## Attachment 3

(Used by the BU15 Superintendent/ Foremen throughout the entire construction process of the cofferdam sheet installation, starting at the pre-installation meeting through final completion of the BU15 scope of the cofferdam.)

BU:		Job #:		Date:	
Project Name:			Location:		
Area/Description:			Contract Number:		

	Yes	No	N/A	Signature	Date
1 Cofferdam SOP is on hand, at jobsite?					
2 Confirm IFC drawings received are the latest revision?					
3 Complete job walk of work area to confirm nothing has changed since pre-con phase?					
4 Has sequence of installation changed since Pre-Install meeting?					
5 Has survey signed off on waler location prior to start?					
6 Has survey confirmed layout of first sheet pile location and orientation?					
7 Has survey signed off on sheet pile location and orientation?					
8 Has survey signed off of first installed sheet pile?					
9 Has survey signed off at each corner location after installed (as-built)?					
10 Has final survey signed off after sheet installation is complete.?					
11 Has Superintendent walked job to review/inspect cofferdam and work area prior to Cofferdam Turnover?					

Submitted By: \_\_\_\_\_

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

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

# Cofferdam Notice of Acceptance

## Attachment 4

BU:	_____	Job #:	_____	Date:	_____
Project Name:	_____			Location:	_____
Area/Description:	_____		Contract Number:	_____	

**PLEASE BE ADVISED THAT THE FINAL INSPECTION HAS BEEN COMPLETED AND THAT THE SAME HAS BEEN ACCEPTED BY CLIENT IN ACCORDANCE WITH THE SPECIFICATIONS AND APPROVED DRAWINGS OF THE CONTRACT**

**THE UNDERSIGNED CLIENT PARTIES ACKNOWLEDGE THE RECEIPT OF APPROVED FINAL COFFERDAM DESIGN SUBMITTAL AND ALL CURRENT RFIs AND DESIGN DOCUMENTS RELATED TO THE SUBSEQUENT EXCAVATION AND CONSTRUCTION OF THE STRUCTURE. SAID PARTIES SHALL PROCEED IN COMPLIANCE WITH THE SEQUENCE OF CONSTRUCTION AND MAINTENANCE REQUIREMENTS SET FORTH BY DESIGN DOCUMENTS.**

ITEM (List below all reference documents provided, i.e. drawings, design submittal #, RFIs, specifications, as-builts):

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EXCEPTIONS:

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**CLIENT SHALL TAKE OVER CARE, CUSTODY AND CONTROL OF SAID FACILITIES.**

Cajun Representative:

Client/Construction Mgr Representative:

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

# Cofferdam Excavation & Bracing Checklist

## Attachment 5

*(Completed by Cajun BU01/02/04 Personnel)*

BU:  Job #:  Date:   
 Project Name:  Location:   
 Area/Description:  Drawing & Revision/Spec:

Preparation			Date Complete	Foreman	Supervisor	
Cofferdam Design Drawings Reviewed and Onsite						
Geotechnical Report Reviewed and Onsite						
Welding Procedures Reviewed and Onsite						
Dewatering Plan Reviewed and Onsite						
Survey			Date Complete	Surveyor	Supervisor	
Initial Layout						
Sheet Pile Installation dimension and depth verified						
Cofferdam Installation		Design Elevation	Final Elevation	Date Complete	Surveyor	Supervisor
Sheet piles final Elevation						
Excavation Depth (1st level)						
Waler/Shoring Elevation (1st layer)						
Excavation Depth (2nd Level if needed)						
Waler/Shoring Elevation (2nd layer if needed)						
Excavation Depth (3rd Level if needed)						
Waler/Shoring Elevation (3rd layer if needed)						
NOTES						
Reference Cajun's Cofferdam Standard Operating Procedure.						
Notify the Cofferdam Engineer-of-Record if any of the follow occur:						
1. Change in conditions (non-typical weather events, excessive groundwater seepage, underground obstruction encountered, etc.)						
2. Modification or variance to the IFC cofferdam design or constructability plan, including phased excavation depths or extents						
3. Any noted sheet pile deflection						
4. Structural deficiencies (e.g. weld cracking)						
5. Any needed deviation in fit-up or welding procedure from provided structural connection details, e.g. welding vs. bolting walers, spacer plate additions						