Underground Utilities Construction Inspector School

The Underground Utilities Construction Inspector School has been developed by the Minnesota Chapter of the American Public Works Association to provide trained and knowledgeable construction inspectors for underground infrastructure construction to ensure the quality and longevity of newly constructed utilities. The content was developed by public works professionals with experience in underground utility construction and maintenance.

The school is designed to provide practical information to enable people with underground utility inspection responsibilities to expertly and confidently do their jobs. The instructors for each course topic will be experienced professionals in each area. Registration is limited to 25 to provide an excellent learning opportunity for all participants.

http://www.apwa-mn.org

School Sessions (7:30 a.m. - 12:00 noon) are scheduled for:

October 9, 2015
November 13, 2015
December 11, 2015
January 8, 2016
February 12, 2016
March 11, 2016
April 8, 2016
May 13, 2016

Eight monthly sessions October, 2015 – May, 2016
7:30 a.m. – 12:00 noon
Location: City of Bloomington Public Works Facility, 1700 West 98th Street, Bloomington, MN 55431
Registration fee: $495

Topics covered in the school include:

General overview of an inspector's duties and responsibilities:

- Roles on site and chain of command
- Communication with the public, contractors, owners, and others
- Documentation – diary, photos, reports
- Memo writing
- Conflict resolution/interpersonal skills
- Understanding contract documents
- Dealing with contractors

Pre-project/construction preparation

- Project administration and preparation
- Approaching a project
- What to look for
- Pre-project planning and utilities
- Contractor safety
- Shutting down work
- Risk management and legal concerns

Project/construction safety

- Personal protection
- OSHA standards
- Traffic control
- Work zone safety and "competent person"
- Contractor responsibilities
- Communication requirements
- Excavation and confined space safety
- Need for locates
- Public safety
- Emergency situations

Underground pipeline construction inspection

- Three types of pipe: water, sanitary, sewer
- Install 101 – separation and insulation
- Trenching, bedding, and backfill compaction
- Pressure test procedures
- Underground pipeline construction methods: water sewer, storm
- Testing requirements and specifications
- Emergency Repair Situations

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Scope changes and new pipe installation methods

- Contractor expectations: what constitutes an "extra"
- Specifications
- Change orders
- Landscape and irrigation inspection
- Technical advancements in trenching and pipe installation

Contract administration

- Weekly construction progress meetings
- Working with the contractor: problem solving, negotiating, and finding solutions
- Acceptance of work and verbal authorizations
- Quantities and preparing payment vouchers
- Materials certification
- Interpreting testing results
- Project closeout

Right-of-way management, landscape inspection, and regulatory overview

- Street and surface improvements as they relate to ROW management
- Coordination of public and private utilities – protection and appearance
- Construction limits and easements
- Gopher State One Call
- Rights and obligations for locates and relation of other's utilities
- Record drawings
- Pot holing/directional boring for other utilities when crossing – when required
- Encroachment – trees, driveways, landscape features, irrigation and erosion
- Dealing with adjacent land owners
- Landscape inspection
- Regulatory overview
- Erosion control and permits
- Hazardous materials

Registration information

Pat Schutrop
APWA-MN Chapter Assistant
Email: admin@apwa-mn.org

Web Site

Registration form and UUCIS brochure are online at http://www.apwa-mn.org

Designed For:

Municipal inspectors, consultant inspectors, graduate engineers, engineering technicians, and utility operators

CEUs

Participants who complete all sessions of this school will earn 3.2 CEUs.

The UUCIS also qualifies for 16 contact hours towards MDH License Renewal requirements.

The UUCIS also qualifies for 20 indirect contact hours with the Minnesota Pollution Control Agency.

Registration and Fee

Registration deadline is September 16, 2015. Class size is limited to 25 students.

The registration fee for this school is $495 and includes instruction, materials and refreshments. Refunds, minus a $30 cancellation fee, will be issued to participants who provide a written request by October 9, 2015. The APWA-MN Chapter reserves the right to cancel the school if necessary, in which case a full refund would be made.

The fee may be made in two payments, one with the initial registration and one prior to the February 12, 2016 session.

The number of registrations from any one organization may be limited to ensure a diverse class membership.

Sponsored By:

American Public Works Association – Minnesota Chapter

City Engineers Association of Minnesota

American Water Works Association – Minnesota Section

Suburban Utilities Superintendent Association

Local Technical Assistance Program – University of Minnesota

Minnesota Department of Transportation

APWA Minnesota Chapter
American Public Works Association

UNDERGROUND UTILITIES CONSTRUCTION INSPECTOR SCHOOL
OCTOBER, 2015 – MAY, 2016

Course Materials

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