



City of Port St Lucie Utility Systems Department

1001 SE Prineville St., Port St. Lucie, FL 34983

Pre-Construction Meeting Request

To be completed by the Engineer of Record (EOR) and e-mailed with attachments to
UtilEng@cityofpsl.com

Project Name PSLUSD Project No.
EOR E-Mail
Company Phone

Site Personnel Information

Prime Contractor

Company Phone
Name E-Mail

Underground Utility Contractor

Company Phone
Name E-Mail

Geo-technical Engineer

Company Phone
Name E-Mail

Electrical Contractor

Company Phone
Name E-Mail

Surveyor / As-Builts

Company Phone
Name E-Mail

Subcontractor(s)

Name E-Mail
Company Phone
Name E-Mail
Company Phone
Name E-Mail

Required Attachments (Meeting will not be scheduled if any required attachments are not included)

Required	Description	Copy Attached
<input type="checkbox"/>	PSLUSD Water Permit	<input type="checkbox"/>
<input type="checkbox"/>	PSLUSD Wastewater Permit	<input type="checkbox"/>
<input type="checkbox"/>	FDEP Water Permit	<input type="checkbox"/>
<input type="checkbox"/>	FDEP Wastewater Permit	<input type="checkbox"/>
<input type="checkbox"/>	SLC Right of Way Permit	<input type="checkbox"/>
<input type="checkbox"/>	PSL Right of Way Permit	<input type="checkbox"/>
<input type="checkbox"/>	FDOT Right of Way Permit	<input type="checkbox"/>
<input type="checkbox"/>	Fence Permit (for lift station)	<input type="checkbox"/>
<input type="checkbox"/>	Dewatering Permit	<input type="checkbox"/>
<input type="checkbox"/>	Approved Electrical Permit Package and Permit (for lift station)*	<input type="checkbox"/>
<input type="checkbox"/>	State License for Underground Utility Contractor	<input type="checkbox"/>
<input type="checkbox"/>	Contractors Material and Installation Warranty (**draft)	<input type="checkbox"/>
<input type="checkbox"/>	Contractors Affidavit & Release of Lien (**draft)	<input type="checkbox"/>
<input type="checkbox"/>	Request to Place a Water or Wastewater System into Operation (**draft)	<input type="checkbox"/>
<input type="checkbox"/>	Water Meter over 2" Shop Drawings	<input type="checkbox"/>
<input type="checkbox"/>	Materials Qualified Products List (QPL)	<input type="checkbox"/>
<input type="checkbox"/>	Material Shop Drawings (not on QPL)	<input type="checkbox"/>
<input type="checkbox"/>	Lift Station Shop Drawings	<input type="checkbox"/>
<input type="checkbox"/>	Sanitary Manhole Shop Drawings	<input type="checkbox"/>
<input type="checkbox"/>	Interceptor Shop Drawings	<input type="checkbox"/>
<input type="checkbox"/>	Density Test Log Book	<input type="checkbox"/>
<input type="checkbox"/>	Other	<input type="checkbox"/>
<input type="checkbox"/>	Other	<input type="checkbox"/>
<input type="checkbox"/>	Other	<input type="checkbox"/>

***A copy of the entire package submitted for the electrical permit including the signed and sealed electrical plans approved by the Building Department.**

****Draft forms are to be completely filled out and ready for signature, but not signed. Include name of person signing.**