1.3.2 Asset & Asset Data Handover Checklist

The following table represents a list of all the assets that are included in A-SPEC. Using this as a “checklist” during the planning and finalisation phases will ensure that all parties will confirm what asset data is expected to be delivered at Practical Completion of capital works projects and subdivision developments prior to the Handover phase.

|  |  |  |
| --- | --- | --- |
| **Project Type:***(Please tick the applicable checkbox)* | □ | Capital Works |
| □ | Subdivision Development (gifted) |
| □ | Community Handover |
| □ | Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| **Asset Type** | **Specification to Refer to** | **Asset Owner****Check** | **Developer / Consultant****Check** |
| --- | --- | --- | --- |
| Abutments  | R | □ | □ |
| Access Points / Manholes / Pits  | D, S, W | □ | □ |
| [Amenities](#_1.4.6_Amenities_(Point)) | O | □ | □ |
| [Area of Work Extent](#_Area_of_Work_1) | B,D,O,R,S,W | □ | □ |
| Bar Tables & Stools (see Amenities) | O | □ | □ |
| Basins (see OSDS Area) | D | □ | □ |
| BBQ (see Amenities) | O | □ | □ |
| Bins | O | □ | □ |
| Bio retention Swale / Swale (linear) (see OSDS Linear) | D | □ | □ |
| Boardwalks | O | □ | □ |
| Boat Ramps | O | □ | □ |
| Bollards (see Traffic Management Device – point) | R | □ | □ |
| Breakwaters | O | □ | □ |
| Bridge / Major Culvert | R | □ | □ |
| Bridge / Major Culvert Component | R | □ | □ |
| Buffer Strips (see OSDS Linear) | D | □ | □ |
| Building Floor Plan | B | □ | □ |
| Building Footprint | B | □ | □ |
| Building Space | B | □ | □ |
| Bund (see Tank) | W | □ | □ |
| Channel Drain (see Pipes) | D | □ | □ |
| Parking | R | □ | □ |
| Cathodic Protection | W | □ | □ |
| Cathodic Protection Sites - **PROPOSED FUTURE UPDATES** | W |  |  |
| Collection pipes for swales - Stormwater | D | □ | □ |
| Communication and Data Equipment | B | □ | □ |
| Communication and Data Cabling | B | □ | □ |
| Conduits | B, S, W | □ | □ |
| Conveyance Systems | B | □ | □ |
| Conveyance Paths | B | □ | □ |
| Detention Chambers | D | □ | □ |
| Doors & Windows | B | □ | □ |
| Electrical Cabling | S, W | □ | □ |
| Electrical Equipment | B, S, W | □ | □ |
| Electrical Lines | B | □ | □ |
| Emergency Markers Linear | O | □ | □ |
| Emergency Markers Point | O | □ | □ |
| Escalators (part of Conveyance System) | B | □ | □ |
| Fences/Walls | O | □ | □ |
| Fire Protection Equipment | B | □ | □ |
| Fire Protection Lines | B | □ | □ |
| Fittings & Fixtures – Areas | B | □ | □ |
| Fittings & Fixtures – Lines | B | □ | □ |
| Floor Plan Lines | B | □ | □ |
| Gates | O | □ | □ |
| Grandstands (see Building Envelope) | B | □ | □ |
| Gravity Pipes | S | □ | □ |
| Gravity Pipe Miscellaneous Text | S | □ | □ |
| Gross Pollutant Traps (see Pits) | D | □ | □ |
| Ground Water Bores | O | □ | □ |
| Hard Stands | R | □ | □ |
| Head/End Walls | D | □ | □ |
| HVAC Mechanical Systems | B | □ | □ |
| HVAC Equipment | B | □ | □ |
| HVAC Lines | B | □ | □ |
| Infiltration Chambers (see Water Harvesting Device) | D | □ | □ |
| Instrumentation | S, W | □ | □ |
| ITS (Intelligent Transport Systems) – Lines  | R | □ | □ |
| ITS (Intelligent Transport Systems) – Points  | R | □ | □ |
| ITS (Intelligent Transport Systems) – Polygon  | R | □ | □ |
| Irrigation (Linear) | O | □ | □ |
| Irrigation (Point) | O | □ | □ |
| Jetties, Piers and Marinas | O | □ | □ |
| Kerbs / Kerbs & Channel and Shoulders | R | □ | □ |
| Lakes (see OSDS Area) | D | □ | □ |
| Lakes - Manmade (see Landscaping) | O | □ | □ |
| Landscaping | O | □ | □ |
| Lifts (part of Conveyance System) | B | □ | □ |
| Lighting | R | □ | □ |
| Marine Safety & Assist Facility | O | □ | □ |
| Mechanical Equipment | S, W | □ | □ |
| Minor Structures | O | □ | □ |
| Moving Walkways (part of Conveyance System) | B | □ | □ |
| OSDS Linear Centrelines | D | □ | □ |
| Open Spaces | O | □ | □ |
| Other Network Structures | S | □ | □ |
| Pathway Centrelines | R | □ | □ |
| Pathways | R | □ | □ |
| Pavements - Road | R | □ | □ |
| Piles | O | □ | □ |
| Pipes - Stormwater | D | □ | □ |
| Pipes – Stormwater Miscellaneous Text | D | □ | □ |
| Pits - Stormwater for Swales | D | □ | □ |
| Platforms | W | □ | □ |
| Playground and Exercise Equipment | O | □ | □ |
| Playgrounds | O | □ | □ |
| Playing Fields | O | □ | □ |
| Plumbing Equipment | B | □ | □ |
| Plumbing Lines  | B | □ | □ |
| Poles | O | □ | □ |
| Ponds (like Basins see OSDS Area) | D | □ | □ |
| Pram Ramps (see Pathways)  | R | □ | □ |
| Pressure Pipes- **PROPOSED FUTURE UPDATES** | D |  |  |
| Pressure Pipes | S, W | □ | □ |
| Problems with matching to existing data | B,D,O,R,S,W | □ | □ |
| Property Connections | D, S | □ | □ |
| Public Art / Memorials | O | □ | □ |
| Public Toilets | B | □ | □ |
| Pump Station Sites- **PROPOSED FUTURE UPDATES** | D |  |  |
| Pump Station Sites | S, W | □ | □ |
| Pumping Stations- **PROPOSED FUTURE UPDATES** | D |  |  |
| Pumping Stations | S, W | □ | □ |
| Pumps- **PROPOSED FUTURE UPDATES** | D |  |  |
| Pumps | S, W | □ | □ |
| Rain Gardens (see OSDS Linear) | D | □ | □ |
| Recreation Reserves (see Open Space) | O | □ | □ |
| Reservoirs | W | □ | □ |
| Retaining Walls | O | □ | □ |
| Road Reserves | R | □ | □ |
| Road Safety Barriers | R | □ | □ |
| Seals / Surfaces – Road Surface (Sea)l | R | □ | □ |
| Security Equipment | B | □ | □ |
| Services (Linear) | O | □ | □ |
| Services (Point) | O | □ | □ |
| Sewer Fittings | S | □ | □ |
| Sewer Pumps | S | □ | □ |
| Sewer Pumping Stations | S | □ | □ |
| Sewer Rising Mains / Pressure Mains | S | □ | □ |
| Sewer Valves | S | □ | □ |
| Shelters | R | □ | □ |
| Signs | B, R | □ | □ |
| Stairs | B | □ | □ |
| Stairwells (part of Conveyance System) | B | □ | □ |
| Steps (see Pathway) | R | □ | □ |
| Stormwater Fittings - **PROPOSED FUTURE UPDATES** | D |  |  |
| Stormwater Pumps - **PROPOSED FUTURE UPDATES** | D |  |  |
| Stormwater Pumping Stations - **PROPOSED FUTURE UPDATES** | D |  |  |
| Sumps (see OSDS Area) | D | □ | □ |
| Support Structures | S, W | □ | □ |
| Surface (Seal) Centrelines | R | □ | □ |
| Swales (as an area see OSDS Area) | D | □ | □ |
| Swales (as a conveyance system see OSDS Linear) | D | □ | □ |
| Table Drains | R | □ | □ |
| Tactile Ground Surface Indicators | R | □ | □ |
| Tanks (see Water Harvesting Device) | D | □ | □ |
| Tanks | W | □ | □ |
| Toilets in Buildings (see Building Space) | B | □ | □ |
| Traffic Management Devices – Areas | R | □ | □ |
| Traffic Management Devices – Lines | R | □ | □ |
| Traffic Management Devices – Points  | R | □ | □ |
| Traffic Signals | R | □ | □ |
| Treatment Plant Site - **PROPOSED FUTURE UPDATES** | S, W |  |  |
| Trees | R | □ | □ |
| Tunnels - **PROPOSED FUTURE UPDATES** | R |  |  |
| Underground Conduit Pits–Telecommunications | D | □ | □ |
| Underground Conduits –Telecommunications | D | □ | □ |
| Utility Tunnels - **PROPOSED FUTURE UPDATES**  | TBC |  |  |
| Vehicle Crossings (Driveways) | R | □ | □ |
| Walls (see Fence/Walls) | R | □ | □ |
| Water Fittings | W | □ | □ |
| Water Harvesting Devices | D | □ | □ |
| Water Hydrants | W | □ | □ |
| Water Meters | W | □ | □ |
| Water Pressure Mains | W | □ | □ |
| Water Service Mains | W | □ | □ |
| Water Valves | W | □ | □ |
| Wetlands (see OSDS Area) | D | □ | □ |
| Other to be specified |  | □ | □ |
| Other to be specified |  | □ | □ |
| Other to be specified |  | □ | □ |
|  |  |  |
| **Consultant’s Representative - Signature** |  | **Authority’s Representative Signature** |
|  |  |  |
|  |  |  |
| **Consultant’s Representative Name** |  | **Authority’s Representative Signature** |
|  |  |  |
|  |  |  |
| **Date** |  | **Date** |