



Landscape Consultant's Pre-Construction Certification List

This List IS REQUIRED to be forwarded to Melbourne Water with the above Certification Statement.

Job description: _____

Municipality: _____

Developer: _____

Consultant: _____

Nominated Rep: _____

Consultant Ref: _____

Melbourne Water Ref: _____

1.0	General	Initials
1.1	The <i>Offer Acceptance Form</i> has been completed, signed and returned to Melbourne Water	_____
1.2	Landscape detail design has been completed and accepted by Melbourne Water	_____
1.3	The Council has approved the landscape design	_____
1.4	Written permission from landowners has been obtained where access is required to install works within private and public lands	_____
1.5	A PDF formatted drawing has been submitted to Melbourne Water	_____
1.6	Final design plans have been issued to the contractor	_____
1.7	Contractors will be using Melbourne Waters vegetation standards	_____

2.0 Documentation to be submitted

- 2.1 Certificate of Currency for the Consultant's Professional Indemnity Insurance displaying the limit of liability and the expiry date _____
- 2.3 Three lowest tenders and the selected contractor's schedule if not the lowest _____
- 2.4 Tenders >\$450k have submitted via the tenders Vic Website _____
- 2.5 Consultants Nursery Inspection Self Audit Checklist _____

3 Information

3.1 Supplier (nursery)

Nursery Manager (name)

Contact telephone number/s

Email address

3.2 Contractor (plant installer)

Contractor rep (name)

Contact telephone number/s

Email address

3.3 Contractor (plant maintainer)

Contractor rep (name)

Contact telephone number/s

Email address

Planting Contractor -	Company Name Telephone Email	
Commencement date	Planting Works	
Estimated completion date	Planting Works	

Supplier

Nursery	Company Name Telephone Email
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