

SCOPE OF WORK CHECKLISTS

FIELD SERVICE PROJECTS:

- Written overview of the project
- Project drawings and documents
- Expected completion date (flexible or fixed based on plant shutdown)
- Onsite safety requirements
- What trades/specialties are involved? (mechanical, electrical, civil, etc.)
- Logistics - is the project relying on the delivery of equipment?
If so, what is the timing of delivery?
- What is your purchasing process (multiple bids, T&M, preferred supplier)
- Number of bids requested on the project
- What is the budget? Has it been approved? Is this for your use or being resold?

FABRICATION PROJECTS:

- Detailed drawings and material specifications
- Scope of work
- Quality control requirements
- Material specifications (carbon steel, stainless steel, aluminum, etc.)
- Material origin restrictions
- Finishing requirements (blast, primer, paint, powder coating, galvanizing, bead blast)
- Tolerance requirements
- Weight of finished product
- Who is providing freight?
- Application of the project (interior/exterior, food/sanitary, etc.)
- Code compliance (AWS or ASME)
 - If ASME, is a stamp required? [see ASME Checklist]
- Delivery date/timeframe (flexible or based on shutdown or hard schedule)
- What is your purchasing process (multiple bids, T&M, preferred supplier)
- Number of bids requested on the project
- What is the budget? Has it been approved? Is this for your use or being resold?

ASME PRESSURE VESSEL PROJECTS:

- Design pressure, both internal & external
- Design temperature, both internal & external
- Total capacity
- Operating capacity
- Minimum corrosion allowance
- Joint efficiency
- Preferred dimensions (Tank OD/ID)
- Nozzle dimensions, including manways
- Internal/external projection on nozzles
- Material type
- MDMT (Minimum Design Metal Temperature)
- Lethal service (yes/no)
- Tank orientation (vertical or horizontal)
- Wind Code
- Seismic code