

## **2.6.0. CONSTRUCTION INSPECTION AND CITY ACCEPTANCE**

### **2.6.1. Construction Inspection Procedure for all projects except CIPs.**

To have a City of Austin inspector assigned to a project, the following items must be submitted to the appropriate inspection office. The appropriate contact person will be able to answer any questions regarding the following information:

A. Ten (10) sets of signed Plans are required. Also required are two (2) copies of signed contracts (lump sum contracts should include water and wastewater quantities on a developer's or consulting engineer's letterhead), four (4) sets of cut sheets with one (1) copy of field notes and two (2) copies of any permits listed on the front of the plans. The engineering review and inspection fees, if applicable, will be determined at that time and payment must be made prior to beginning of construction.

B. One (1) copy of the bid tabulation (if the project is bid out) will be required with the above listed items for all service extensions submitted for construction. All of these required items must be submitted at the same time. For reviews occurring during the construction phase, seven (7) copies of the revised plans are required.

C. To set up a Pre-Construction Conference, contact the Planning and Development Review Department (PDR) (Inspection Office) ~~or the Austin Water Utility (Taps Office)~~, at the phone number indicated on the plans.

D. Five copies of the signed plans and a contract must be submitted to the appropriate office at least three (3) working days before the Pre-Construction Conference. Please include the name and phone number of the contact person listed above.

E. The contractor shall call the One Call Center for information on existing buried utilities.

### **2.6.2. City Acceptance**

To obtain final City acceptance of a project, final quantities, as-constructed drawings, construction summary form, required maintenance bonds, and cost information, along with the consulting engineer's concurrence for acceptance form, must be submitted. By ordinance all subdivisions and site plans receiving approval by the Planning Commission after January 20, 1991 are charged an engineering review and construction inspection fee. Any outstanding fees, based on final cost figures, must be paid prior to final acceptance.

If landscaping and vegetation items are outstanding, a conditional acceptance letter may be issued. This allows for the release of letter of credit requirement for the majority of the water and wastewater related work that has been satisfactorily completed. When all work

is completed and all necessary information is provided, a final acceptance letter will be issued.

If the project includes a lift station, the lift station will be considered separately for operation and maintenance acceptance. (Refer to Section [2.7.3](#))

### **2.6.3 As-constructed Drawings**

The project design engineer shall submit as-constructed drawings to the AWU showing all accepted corrections and modifications to the originally approved drawings. As-constructed drawings for water, reclaimed water, and wastewater construction shall consist of a complete set of drawings. Once AWU approves the drawings, they must be submitted to DAC for final acceptance.