

# Standard Construction Procedures

*All information in this handout is intended to be used as a general guide on what to expect during a construction project with the City of Austin. This handout is not meant to be used as the sole source of information nor is it meant to be a complete list of all requirements. Any questions regarding any information in this handout should be directed to your assigned inspector.*

## **Project Commencement**

### **Approved Plans and Permits**

Any revisions must be signed prior to construction.

### **Environmental/Erosion Controls**

Environmental Pre Construction meeting is to be held prior to or in conjunction with **Site/Subdivision Pre Construction Meeting**  
To be held prior to commencement of construction.

### **Submittals**

Submittals for materials proposed for construction, approved by Engineer.  
To be submitted for review by your inspector.

### **Trench Safety Submittal**

To be submitted for review by your inspector and Field Supervisor for approval.

### **Flushing Plan Submittal**

To be submitted through your inspector for approval by Austin Water Utility.

### **Pond QA/QC Plan**

To be submitted through your inspector for approval by Land Use Review.

### **Construction Cut-sheets**

To be certified by a licensed surveyor and submitted prior to any excavation.

## **During Construction**

### **Revisions**

All revisions shall be signed by COA prior to construction.

### **Inspection Notification**

**24 hr.** advanced notice shall be given to schedule with City Inspector for inspections and testing. Provide **72 hr.** notice to AWU crews for water shut outs, a minimum of **48 hr.** notice to public for water shutouts.

### **Environmental/Erosion Controls**

Repair or replace, as needed, environmental/ erosion controls.

### **Water and Wastewater Inspections and Testing**

To be scheduled with your inspector, trench backfill densities, water line pressure test, thrust blocking and restraint inspection, wastewater line low pressure test, wastewater line mandrel test, manhole vacuum test, and TV inspection test. Austin Water Utility will schedule any testing they provide.

### **Street and Drainage Testing**

To be scheduled with your inspector, ROW fill densities, trench and structure backfill densities, sub-grade densities and proof-rolling, limed sub-grade gradations and densities, base coarse densities and proof rolling, form and rebar inspections, and concrete placement and sampling.

**Pre-Pave Meeting**

To be scheduled with Field Engineer, Field Supervisor, and inspector.

**De-chlorination/Flushing**

To be scheduled with your inspector after approval from AWU.

**Bacteriological Testing**

To be scheduled with your inspector after final flushing.

**8 Week Pond Liner Testing / Monitoring Plan**

To be submitted through your inspector for approval by Land Use Review.

**Project Completion****Environmental/Erosion Controls**

Repair or replace, as needed, environmental/ erosion controls

**Site Re-vegetation**

All disturbed areas shall be re-vegetated with 95% permanent vegetation.

**Valve Turn Walkthrough**

To be scheduled with Austin Water Utility through your inspector.

**Manhole Walkthrough**

To be scheduled with Field Engineer, Field Supervisor, and inspector.

**Punch-list Walkthrough**

To be scheduled with Field Engineer, Field Supervisor, and inspector.

**Project Construction Summary**

To be provided by Engineer.

**Engineer's Concurrence Letter**

To be provided by Engineer.

**Engineer's Lot Grading Concurrence Letter**

Only required for subdivisions where lots are within Limits of Construction.

**Maintenance Bond**

To be provided by Contractor.

**Final Cost and Quantities**

To be provided by Contractor.

**Copy of Executed Developer's Contract**

To be provided to the Owner, by the Environmental inspector when permanent vegetation has not been established.

**As-built Plans and Re-producible As-built Plans**

To be provided by Engineer. (mylar, vellum, or sepia)

**Asphalt Penalties**

Any penalties owed shall be paid

**Closed Utility Cut Permit**

All permits must be closed.

**Soil Liner Evaluation Report (SLER) and Monitoring Report**

To be provided by Geotechnical Engineer. Monitoring report must be completed prior to final acceptance.