DEVELOPMENT CONSTRUCTION RECORD DOCUMENTS

Informational Brochure

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Department of Public Works

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DEVELOPMENT CONSTRUCTION RECORD DOCUMENTS

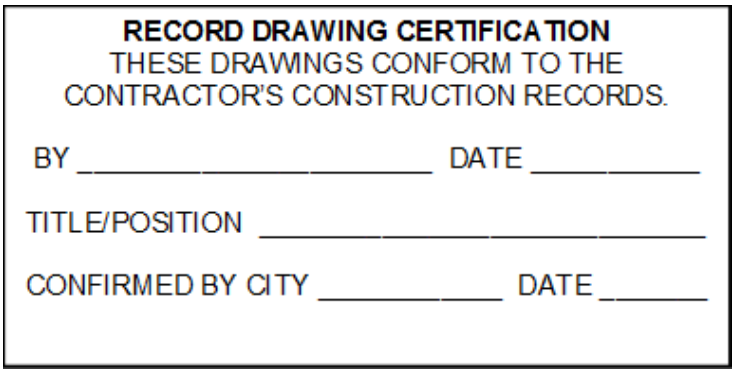
The following requirements are intended to provide information necessary to furnish the City with satisfactory As-Built Records, final Public Utility Easements, and final Stormwater Site Plan Reports:

1. Construction Record Drawings: During project construction and through completion of construction activities, the owner's engineer, surveyor, and/or general contractor shall be responsible for tracking all relevant field changes to the Final City Approved and Signed Plans per Section 1-05.18 of the City's Engineering Construction Standards, Special Provisions. These changes shall be clearly and comprehensively identified using red-line markups on a single set of the Final City Approved and Signed Plans (Final Plans). These Construction Record Drawings may be produced in hardcopy or electronic format.

2. If produced in hardcopy format, an electronic version of the Construction Record Drawings will be produced by the owner.

3. The owner will submit the electronic version of the Construction Record Drawings to the City via electronic delivery method for review and approval. Electronic submittals shall be coordinated with devsubmittals@auburnwa.gov.

   Following City approval of the Construction Record Drawings, the owner's engineer, surveyor, and/or general contractor shall utilize a .PDF editing software to produce electronic As-Built Records. The electronic As-Built Records are Final Plans with mark-ups added to match the Construction Record Drawings. The As-Built Records require the Record Drawing Certification block shown below to be added electronically in the lower right corner of the Final Plans cover sheet, along with the text "AS-BUILT" in 0.3-inch red text on every sheet of the Final Plans. All red-lines from the approved Construction Record Drawings shall be electronically marked in red on the electronic version of the Final Plans to clearly reflect the as-built conditions in accordance with Section 1-05.18 of the Engineering Construction Standards. Annotation records on the Title Block of each sheet must be filled out to reflect the as-built mark-ups being made.



4. The owner's representative will certify the As-Built Records by applying a signature and indication of what capacity they are acting on behalf of the owner (contractor, surveyor, engineer) on the Record Drawing Certification block on the cover sheet. The certification block may be completed either electronically using a digital signature or by printing out the cover sheet, signing, scanning, and re-attaching to the As-Built Records Sheets.

5. The As-Built Records shall be submitted to the City electronically for review and acceptance.

6. A final Stormwater Site Plan Report shall be submitted with the Construction Record Drawings if there were any substantial construction changes. Any design changes related to utility location, discharge rates, storage volumes, head changes, or infiltration rates shall be noted in the final Stormwater Site Plan Report. The following statement shall be on the cover sheet of the report and signed, sealed, and dated by a professional engineer registered in the State of Washington

    - This final Stormwater Site Plan Report conforms to the field conditions as shown on the Record Construction Documents.
    - If there are no changes that require updates to the Stormwater Site Plan Report the Engineer of Record can submit a stamped and signed memo indicating this and reference the approved Stormwater Site Plan report with the appropriate date.

7. The Engineer shall submit the computer-aided design (CAD) drawing files showing any revisions that occurred during construction. If there were no revisions that occurred after plan approval the CAD drawings provided to the City during the plan approval process will be used:

    - FORMAT: Digital files shall be provided in AutoCAD 2019 (2018 format) or older ".DWG" format. All support files required to display or plot the files in the same manner as developed shall be delivered along with these files. Scanned hard copy drawings using raster-to-vector conversion will not be an acceptable digital format. AutoCAD files shall be prepared in accordance with the Layers Standard included in Appendix D, Chapter 3 of the City of Auburn Engineering Design Standards.

    - MEDIA: Digital files shall be submitted via an electronic delivery method acceptable to the City of Auburn. Disks and/or drives shall be clearly labeled with the project name, drawing name(s), name of the drafting/engineering company or individual(s), date, and appropriate City of Auburn identifiers (e.g., BLD#, FAC#, etc.).

    - SPATIAL REFERENCES: Drawings will be at full scale, and shall be accurately located in State Plane Coordinates Washington North Zone, 4601, and tied to two existing and recoverable City of Auburn horizontal control monuments. Datum will be noted on the drawings. All drawings shall use survey control datum NAD 83/91 for horizontal control and NAVD 88 for vertical control.

    - CONTENTS: The digital drawing files shall include, at a minimum, the following:

        - The overall project site plan showing new and existing construction, property lines, easements, and survey references.
        - New and existing water, sanitary sewer, and storm drainage elements showing location, size, and material of utility lines and structures.
        - Separate layering showing existing impervious surfaces, new impervious surfaces, and annotation on the area of each in square foot units. Layer features for impervious surfaces shall be created from closed polylines to aid in verifying calculations of impervious surface area.

- DOCUMENTATION: Final recorded changes shall be clearly reflected when Certified Record Construction Drawings are processed. Proposed features shall use the layer names and descriptions given below. Any layers included that do not meet the descriptions below shall be accompanied by a detailed list of layers and layer descriptions.

Proposed Feature	AutoCAD Layer Name
Buildings - Polygon	C-SITE-BLDG-OTLN
Commercial Fiber - Polyline	C-COMM-FIBR
Conduit: Polyline	C-COMM-CDNT
Curbs - TBC - Polyline	C-ROAD-TBCV
Curbs - Gutter - Polyline	C-ROAD-GTTR
Curbs - Flow (TFC) - Polyline	C-ROAD-FLOW
Driveways - Polyline	C-PVMT-CONC-DRWY
Easements - Polygon	C-PROP-ESMT
Fences - Polyline	C-SITE-FENC
Power Service Cabinets - Point	C-POWR-VALT
Sewer Cleanouts - Point	C-SSWR-SSCO
Sewer Laterals – Polyline	C-SSWR-LATR
Sewer Mains: Polyline	C-SSWR-PIPE
Sewer Manholes - Point	C-SSWR-MHOL
Sidewalks - Polygon	C-PVMT-CONC-SDWK
Storm Catch Basins - Point	C-STRM-STRC
Storm Culverts - Polyline	C-STRM-CULV
Storm Manholes - Point	C-STRM-MHOL
Storm Pipes – Polyline	C-STRM-PIPE
Street Lights - Point	C-POWR-LITE
Street Painted Lines - Polyline	C-ROAD-MRKG
Traffic Signal Cabinets - Point	T-POWR-SGNL-CBNT
Traffic Signal Poles - Point	T-POWR-SGNL-POLE
Traffic Signs - Point	C-SITE-SIGN
Traffic Vaults	T-POWR-VALT
Vegetation - Polygon	C-SITE-VEGE
Trees - Point	C-SITE-TREE
Utility Poles - Point	C-POWR-POLE
Water Auxiliary Equipment - Point	C-WATR-FTTG
Water Hydrants - Point	C-WATR-FHYD
Water Laterals - Polyline	C-WATR-LATR
Water Mains – Polyline	C-WATR-PIPE
Water Meters - Point	C-WATR-METR
Water Valves - Point	C-WATR-VALV
Wetlands - Polygon	C-WETL-DELN

8. Easement locations shall be clearly noted on the final drawings. Prior to plan approval, public utility easements shall be prepared on forms provided by the City and shall include a certified legal description and utility map, prepared by a land surveyor or professional engineer licensed in the State of Washington.

   The City shall also be notified of any changes to easement legal documents with the submittal of final Record Construction Drawings. The previously submitted easements shall then be corrected and processed for recording.