

INFORMATION/INSTRUCTION SHEET

As-Built Drawings & Civil Engineer's Certification

Prior to acceptance of the project, the following items are required to be submitted to the Engineering Division:

- **As-Built Drawings of the site in the following formats:**
 - one (1) electronic copy in .DWG Autocad 2000 or newer format georeferenced in NAD83 State Plane Coordinates in Feet and vertical in NAVD88 datum
 - one (1) electronic copy in .PDF format
- Note: Refer to "As-Built Drawings and Information Checklist"**
- **Completed "Civil Engineer's As-Built Drawing Certification of Satisfactory Completion (Non-Subdivision)" form signed by the civil engineer of record (EOR), and Professional Land Surveyor (PLS) certifying that the project has been fully and satisfactorily completed in accordance with the approved plan, the Engineering Standards and Specifications, and the applicable provisions of the Land Development Code.**

This documentation is being required to ensure that the Engineering Division receives a final set of drawings which incorporates all approved changes made to the site during the construction process and the as-built elevations of all above and underground infrastructure. The as-built drawings also serve as a reference for future construction.

Please refer to the information check list for details.

AS-BUILT DRAWINGS AND INFORMATION CHECKLIST

*Please check the website for the most current revision: www.saratogaspringscity.com/265

1. The Engineer shall certify that at the time of the final inspection, the site was completed in substantial accordance with the permitted construction plans and information. Any minor deviations from the original approved plans are noted on the set of record drawings.
2. The Engineer's certification shall be based upon on-site observation of construction (scheduled and conducted by the professional engineer of record or a by a project representative under direct supervision) and review of as-built drawings, with field measurements and verification as needed, for the purpose of determining the work was completed in accordance with original permitted construction plans, information and specifications.
3. All surveyed dimensions and elevations shall be certified by a Professional Land Surveyor licensed in the State of Utah and shall be georeferenced in NAD83 State Plane Coordinates in Feet and vertical in NAVD88 datum

4. The as-built drawings are to be based on the permitted construction drawings revised to reflect any changes made during construction. Both the original design and constructed condition must be clearly shown. The plans need to be clearly labeled as “as-built” drawings. As required by law, all surveyed dimensions and elevations required shall be verified and signed, dated and sealed by a Utah registered professional surveyor and mapper or professional engineer.
5. No handwritten information, certification language stamps, stickers, or copies will be accepted

The following information, at a minimum, shall be verified on the as-built drawings, and supplemental documents if needed:

General:

- Show all right-of-way or easement lines, clearly labeled.
- Special detail drawings will be required where installations were not as shown on original drawings due to field conditions or where required for clarity.
- Location, type, material and reinforcement, height, drainage systems and foundation information of all retaining walls
- Identification of abandoned pipes or structures that have been removed or grouted
- Provide location and elevation of benchmarks and source
- Provide as-built utility crossings information in a box directly above proposed crossing information
- Note “AS-BUILT” in large bold letters on every sheet. This must be part of the CAD file.
- All as-built drawing sheets must be signed, sealed and dated by the Engineer of Record (EOR) and Professional Land Surveyor (PLS)

Sanitary Sewer and Storm water:

- All piping including size, length, type and material
- Rim elevation of inlets, catch basins, manholes, control structures, headwalls and other special structures.
- Invert elevation of all pipes within inlets, catch basins, manholes, end sections, culverts and other special structures.
- Linear distance along storm sewer from structure to structure.
- Recalculated pipe slopes based on invert-to-invert elevations along the linear distance between structures.
- Topographical survey of the storm water management area containing sufficient spot elevations and grading contour lines to show that the storm water management facilities have been constructed in compliance with the approved construction plans.

Drinking Water and Irrigation

- Identify all valves, fittings, and appurtenances.
- All piping including size, length, type and material
- Rim elevation of valves and vaults.
- As-built all meter sizes and locations

Vertical Improvements:

- Finish Floor Elevations and elevation datum
- Locate and describe all building improvements constructed per the approved plans. Provide horizontal ties to building corners.

Horizontal Improvements/Parking Layout:

- Identify all surface parking areas. Provide description as to surface material and pavement section.
- Locate and describe all installed regulatory or warning signage and pavement markings within the project. Any deviations from the approved construction plans shall be noted.
- Locate all sidewalks and pedestrian access features. Provide material type and width.

As-Built Drawings and Construction

Project Name _____

Date: _____

To Whom It May Concern:

I am the engineer in charge of certifying the construction and as-built drawings for the above referenced project. Under my supervision, representatives of _____, qualified by education and experience to observe the construction for grading and public infrastructure improvements, made on-site observations of the work in progress for the purpose of ascertaining the Contractor's conformance to approved plans and specifications. Furthermore, under my supervisions, all dimensions and elevations are the As-Built drawings are shown and labeled accurately based upon the post construction survey which was completed by _____ who is a registered Surveyor in the State of Utah License # _____.

Based on these observations of the construction and on my reviews of the as-built drawings, I hereby certify that all grading and all of the work included in the above referenced project has been completed in accordance with the City accepted construction documents for this project, the City of Saratoga Springs Engineering Standard and Specifications, and the City of Saratoga Springs Land Development Code.

I further certify that all of the constructed sidewalks and handicap ramps, if any, meet the requirements of the City of Saratoga Springs and the American Disability Act (ADA) requirements. In recognition of the above, I affix my seal beside my signature at the bottom of this letter. This letter neither warrants nor implies warranty of the contract's materials or workmanship.

Sincerely,

This letter must be sealed, signed and dated.