

Policy of Inspection

Address:

Project Name:

The applicant shall be required to contract with an engineering firm to provide the necessary construction inspection to ensure that all facilities that are to become publicly owned and maintained are constructed in accordance with the City of Portage standards. The applicant shall be required to provide a copy of the agreement and/or contract with the engineering firm for the construction inspection services to the City prior to the preconstruction meeting. The engineering firm shall be required to provide the following:

1. Full time daily inspection on all storm sewer, sanitary sewer and water main construction. The Development Officer of the City of Portage must approve any deviation.
2. Daily inspection as needed on all street and sidewalk construction.
3. Copies of all daily reports on a weekly basis, Monday through Saturday, to the Development Officer. Reports must be received by the Development Officer no later than noon of the Monday following the reporting period.
4. "Tie downs" on the ends of all sanitary sewer leads and stubs, showing horizontal ties from three prominent points and vertical ties (elevations). Pipe invert elevations shall be logged as well as the top elevation of any riser that is installed.
5. Tie downs for all fittings, valves, service corporations and curb boxes on the water main construction.
6. Invert elevations of all manholes, leaching basins and catch basins.
7. Invert elevations of all pipes entering and leaving all manholes, leaching basins and catch basins.
8. Top of casting elevations of all manholes, leaching basins and catch basins.
9. All testing as required by the City of Portage Contract Conditions and Specifications. City of Portage Department of Transportation and Utilities shall provide the witnessing of water main and sanitary sewers, unless other arrangements are pre-approved. The developer or his/her designee must contact the Development Officer 72 hours in advance to schedule witnessing of the testing.
10. As-built plans for all public improvements, including sanitary sewer and water lead location cards.
11. Signed and sealed certification that construction has been completed per City of Portage Specifications.