

# Construction of Infrastructure Improvements by Private Contract



## Overview

This information applies to all infrastructure improvements constructed under private contract in public easement, public right-of-way, and/or private property including water lines, storm drain/drainage systems, sanitary sewer, and paving improvements.

Prior to commencement of construction, the following must be submitted to and approved by the City Engineer:

- Engineered plans
- Plan Review Fee
- Recorded easements
- Electronic .dwg and .pdf files of plans for Sanitary and Storm Water Sewer projects.
- Electronic .dwg and .pdf files and mylars of plans for Water projects
- Bonds

At the completion of construction, the following must be submitted to the City Engineer:

- Final Record Plans in pdf format and mylars for the water projects.
- Inspection Logs
- Test Documentation
- TV Tapes and/or Water Quality Test
- Valve and Fire Hydrant manufacturers and models, and pipe certifications.

## Owner/Developer Responsibilities

The Owner is responsible for hiring a Consultant Engineer and a Contractor, and responsible for seeing that the Engineer and Contractor fulfill the requirements of this policy.

## Consultant Responsibilities

### Engineered Plans

The Consultant Engineer needs to furnish complete plans to the City. All plans need to be certified by a professional engineer licensed in the state of Kansas. Final water plans need to be on 22"x36" Mylar for approval signatures. Final Sanitary and Storm Sewer plans can be on media chosen by the Consultant for

approval signatures. Electronic .dwg and .pdf files need to be submitted along with the final plans. The Signature Block, standard detail sheets, and sample sets of plans are available in AutoCAD format on the City's website in the Water & Sewer section at [www.wichita.gov](http://www.wichita.gov)

### Water Line Projects:

Plans are required for any line publicly maintained, any domestic service line over 2", and any fire protection line, from the tap to the building and/or furthest hydrant. Profile is required for the entire fire protection line, but only for the public portion of a domestic service line. Upon approval, 2 full-size signed copies and the signed mylar plans shall be submitted to the City Engineer's Office along with electronic .dwg and .pdf files.

### Sanitary Sewer Projects:

Plans (plan and profile) are required for any publicly maintained line, and any private sewer line 8" or larger. Upon approval, electronic .dwg and .pdf files need to be submitted to the City Engineer's office.

### Storm Drain Projects:

Plans (plan and profile) are required for any publicly maintained line, and any private line 12" or larger. Upon approval, electronic .dwg and .pdf files need to be submitted to the City Engineer's office.

### Paving Projects:

Plans are required for any street that is to be publicly maintained. Upon approval, electronic .dwg and .pdf files need to be submitted to the City Engineer's office.

## Plan Review Fee

This fee reimburses the City for the costs of plan review, recording, final inspection, and administration of the project. The Consultant Engineer submits it to the City Engineer's Office along with preliminary plans. It is based on the project size according to the following fee schedule:

### Water & Sewer

100' or less	\$150
100' - 500'	\$250
500' - 1000'	\$350
Over 1000'	\$0.35 per foot

### Paving

100' or less	\$250
100' - 500'	\$375
500' - 1000'	\$500
Over 1000'	\$0.50 per foot

Checks should be made out to *City of Wichita* and submitted to the City Engineer along with preliminary plans.

## Recorded Easements

Easements are to be recorded at Sedgwick County Courthouse and copies are to be provided to the City Engineer prior to approval of the Final Plans.

## Inspection Arrangements

All Private Projects must be inspected and certified by a professional engineering firm approved by the City to assure compliance with approved plans, with the exception of water line taps and valve operations, which are performed by City staff. Inspection arrangements are the responsibility of the Consultant Engineer. Inspection services shall be performed in accordance with the City of Wichita Standard Specifications available on the City's Website in the Public Works section.

## Testing

The Consultant Engineer (or their designated inspecting firm) shall perform all inspection and testing services (including televising and air testing of sewers) and shall document and provide the City satisfactory documentation of all such activities.

## Final Record Drawings

The Consultant Engineer shall document construction with Final Record drawings. Final Record (as-built) information may be added to the original .pdf or signed Mylar plans. Add information including the size, make, and reading of all meters. One electronic .pdf plus mylar for water Final Record plans shall be submitted along with the following number of 11x17 copies:

Water Lines	1
Sanitary Sewers	3
Storm Drains	1
Sanitary/Storm (together)	3
Paving	1

When the Final Record Drawings are submitted, the City Engineer's Inspector will perform a field check of all visible items.

## Project Completion

Upon completion of a field check, the City Engineer will issue either a Certificate of Acceptance or a Defect Notice. Once the City Engineer has been notified that defects have

been corrected, another field check will be performed. Warranties shall begin on the date the City issues the Certificate of Acceptance.

## **Contractor Responsibilities**

### **Bonds**

Bonds are filed by the Contractor on the 11<sup>th</sup> floor of the County Courthouse with City of Wichita Bond Forms.

The **Performance and Maintenance Bond** is required for 100% of the cost of the improvements in public right-of-way or easements, through and including the water vault, if applicable. The Performance Bond guarantees to the City the performance of the work as provided in the plans and specifications. The Maintenance provision is limited to 15% of the cost of the improvements. The Maintenance Bond guarantees to the City the correction of any defect on material or workmanship, latent in character, and not discernible at the time of final acceptance, and guarantees against any damage to such improvements by reason of settling of the ground base or foundation thereof.

The **Statutory Bond** is required for 100% of the cost of the improvement in public right-of-way or easements, through and including the water vault, if applicable. This bond guarantees to the State of Kansas the payment of all materials, labor, machinery, and damage to property or persons. This bond must be filed with the Clerk of the District Court in the Sedgwick County Courthouse (\$24 filing fee made out to *Clerk of the District Court*) and the original receipt must be submitted to the City Engineer. KSA 60-1111 should be referenced somewhere on the bond.

### **Notification**

The Contractor shall notify the Consultant Engineer and all property owners and/or tenants within 500 feet of the furthest extents of the project at least ten (10) working days prior to construction. Contractor shall notify affected property owners of any disruption of service at least 2 days in advance.

### **Water Taps**

All "wet" taps and water quality testing related to facilities that are to be publicly maintained shall be completed by Water & Sewer staff. No tap on the City main will be made until final plans have been approved and all bonding re-

quirements are met. The current Fee Schedule is available on the City's website in the Water & Sewer, Customer Service section.

## **Construction**

The Contractor must have a signed set of plans on site during construction. Fire protection lines must be installed by a licensed Fire Sprinkler Contractor.

## **Street Cut Permits**

For private construction projects that require cutting a street, curb, drive approach, or sidewalk, the Contractor will need to get a Street Cut Permit. The pavement will need to be replaced by the City's Contractor. Contact Linda Firsching at 268-4418 for Street Cut Permits and unit prices for pavement replacement.

## **Contacts:**

Site Plan Examiner:  
Central Inspection – Paul Hays 268-4663

Tap Fees/Approved Materials  
Water & Sewer – Greg Lolley 268-4555

Water Line Plan Review:  
Public Works – Steve King 268-4288

Sanitary/Storm/Paving Plan Review:  
Public Works – Julianne Kallman 268-4236

Storm Water Engineering:  
Public Works – Scott Lindebak 268-4545

Bonding Requirements/Field Inspections  
Public Works – Tom Mason 268-4574

Street Cut Permits  
Public Works – Linda Firsching 268-4418

Fire Department – Cpt. Schowalter 268-4441  
Fire Department – Chief Bob Thompson 268-4441

City of Wichita  
City Engineer's Office  
455 N. Main – 7<sup>th</sup> Floor  
Wichita, KS 67202

[www.wichita.gov](http://www.wichita.gov)  
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WICHITA

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**Water**

●  
**Sanitary Sewer**

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**Storm Water**

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**Paving**