

## Private Development Public Improvement Project Submittals

Submit all files to either Dana Conley at [DConley@Ankenylowa.gov](mailto:DConley@Ankenylowa.gov) or Melissa Zuspann at [MZuspann@Ankenylowa.gov](mailto:MZuspann@Ankenylowa.gov)

### PRE-CONSTRUCTION

#### Immediately following City Approval of Construction Plans

1. CAD file<sup>1</sup>
2. PDF of approved Construction Drawings<sup>2</sup>
3. Two (2) hard copies of the approved Construction Drawings<sup>2</sup>

#### Prior to Pre-Construction Meeting

4. Materials submittals and shop drawings (for review; final approval is responsibility of developer's engineer)
5. *For public water and/or sanitary sewer:* DNR construction permit(s)

Note: if it has been at least 30 days since the water permit application was submitted and the DNR has not said construction cannot commence, construction may move forward without waiting for the water permit

### DURING CONSTRUCTION

#### Prior to Pre-Pour Meeting & Paving (& preferably Proof-Roll)

6. Completed video inspection for sanitary and storm sewers received and approved by City staff
7. As-built information for storm and sanitary sewer inverts and pipe slopes
8. XYZ file<sup>3</sup> for water main fittings
9. Mix design

### POST CONSTRUCTION

#### Prior to Walk-Through

10. PDF files of each of pedestrian ramp as-built documenting ADA compliance on City forms
11. PDF of post-construction record drawings<sup>2</sup>
12. XYZ file<sup>3</sup>
13. Lot service locates on City form
14. Test results/reports
  - a. Public Water:
    - i. Passing pressure tests
    - ii. Passing bacteria tests
  - b. Public sanitary sewer system:
    - i. Passing line pressure tests
    - ii. Passing deflection (mandrel) tests
    - iii. Passing man hole vacuum tests
  - c. Soil density reports (moisture-density reports): trench backfill & pavement subgrade for all public portions of the project
  - d. Public Streets
    - i. Pavement thickness cores taken and checked for compliance by City
    - ii. PCC compressive strength reports: 7-day results required, 28-day results preferred if possible

\*All items called out in the Public Improvement Plans must also be completed prior to walk-through. This includes all paving (streets, sidewalk ramps, sidewalks), miscellaneous items (e.g. removals), backfilling, site finish grading (including verification of all critical elevations) in addition to stabilization and correctly installed/maintained erosion control measures as shown on SWPPP.

#### Prior to Acceptance by City

15. Completed punch list and resolution of all non-complying issues
16. Inspection/observation field notes (journal or diary)
17. All remaining test reports
18. Letter of assurance from developer's engineer
19. Certificate of Completion from developer's engineer

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**<sup>1</sup>CAD File**

1. AutoCAD format required. Microstation files will not be accepted; they must be converted prior to sending.
2. The CAD file must be georeferenced to State-Plane Coordinates (NAD83 / Iowa South) and Sea Level Elevation (NAVD88) and contain the following information (Real-Time Network must be converted prior to sending):
  - a. All utility pipe linework and points for structures and appurtenances, including manholes, intakes, cleanouts, aprons, fire hydrants, hydrant valves, mainline valves, tracer stations, and water shut offs (curb stops).
  - b. All pavement linework, including back of curb, driveways, sidewalks, trails, and shared use paths.
  - c. All right-of-way lines, property lines, existing easement lines, and proposed easement lines
  - d. All streetlights, traffic signal poles, pedestal and pushbutton poles, controller and hub cabinets, signal and fiber optic conduits, handholes, street signs/posts, and street trees.

**<sup>2</sup>Construction Drawings**

1. These should be half-size (11x17).
2. To ensure proper scale in the PDF set, all sheets are to be saved as PDFs directly from the CAD drawing.

**<sup>3</sup>XYZ File**

Tabular text file of centimeter-level survey-grade X,Y,Z in State-Plane Coordinates and Sea Level Elevation.

Excel files will not be accepted; the file must be in .txt or .csv format.

This must contain the total station survey-grade X,Y,Z data and the feature type identifier for:

1. All manholes, intakes, cleanouts, aprons, hydrants, hydrant valves, mainline valves, water shutoffs (curb stops) and all horizontal and vertical water main fittings (bends, tees, crosses, reducers). Water main fittings are to be shot at the time of construction.
2. All signal and fiber optic conduits
3. All streetlights, traffic signal poles, pedestal and pushbutton poles, controller and hub cabinets, handholes, street signs/posts, and street trees installed with the public improvement plans.
4. Data shall be collected at the SUDAS Location station. Two shot shall be taken on SW-503 and SW-506.