



AS-BUILT PLAN REQUIREMENTS

- 1) After construction is complete, plans shall be corrected to reflect the final “As-Built” conditions and submitted to the District for review and approval. Final as-built plans shall incorporate all changes from the original approved plans and show all constructed utility facilities and easements.
- 2) The Developer is responsible to have an “As-Built Survey” performed by a licensed surveyor of the Developer’s choosing. If the Developer is unable to perform the survey, the District shall perform the work at the Developer’s cost.
- 3) This survey shall be limited to surface features associated with the water and sanitary sewer system, along with the elevation of all sewer manhole rims and pipe inverts. The “As-Built Survey” shall be provided to the District as a separate AutoCAD layer in accordance with the Submittal Requirements.
- 4) Remove incorrect and non-applicable notes and data, such as existing features and storm drainage, and include revised elevations and dimensions.
- 5) All dimensions shall be corrected to match the as-constructed conditions. No lined-out dimensions or notes will be accepted.
- 6) For utility infrastructure features that changed location during construction compared to the approved design, the plans shall be updated to reflect the new as-constructed locations. Simply changing the text, length and/or location references on the plans is not acceptable.
- 7) If reprinted, the plans shall include a reference block to the prior approved construction plans that include the name and date of signature of the design engineer, along with the name and date of the District approval.
- 8) Each plan sheet shall include a project number provided by the District. The revised plans shall include a notation of “As-Built” and date, along with the District standards (i.e. year) in effect at the time of construction plan approval. See example approval block below, which can be provided by the District.

SILVER LAKE WATER AND SEWER DISTRICT AS-BUILT PLANS	
District Project No.:	
As-Built Date:	
District Approval By / Date:	
ORIGINAL CONSTRUCTION PLANS	
Design Engineer:	
Date Signed:	
District Engineer:	
Date Approved:	
District Standards Version:	

- 9) If the property has existing water and sewer infrastructure which are not in the District's GIS system, the Developer shall also include the existing facilities as directed by the District.
- 10) The Developer shall be responsible for any required changes to the As-Built plans and electronic AutoCAD files that are found to be inconsistent with the final as-constructed conditions.

SUBMITTAL REQUIREMENTS

- 1) The Developer or their Engineer shall submit an electronic PDF copy of the preliminary As-Built plans to the District's Construction Inspector for review and comment.
 - a. Preliminary As-Built plans can be submitted via email or a secure file transfer service, depending on the size of the file, coordinate with the Inspector.
- 2) The District will review the preliminary As-Built plans and comment thereon. The Developer's Engineer shall incorporate the District's comments into the As-Built plans and provide the District with a revised plan set for verification.

Prior to receiving final District acceptance, the Developer shall submit:

- 1) Two (2) sets of 22" x 34" paper copies of the final As-Built plans.
- 2) Electronic copies of the final As-Built plans that contain the following:
 - A table of contents describing each layer name and information.
 - One flattened PDF rendering of the final As-Built plans that is identical to the printed As-Built plans that are delivered. PDFs should be approximately 300 DPI in resolution
 - One AutoCAD DWG file compatible with AutoCAD 2019 or earlier version. The electronic file should contain the following information in one file (no External References or XREFs):
 - i. Water Infrastructure
 - ii. Sewer Infrastructure
 - iii. Parcels
 - iv. Street Centerlines
 - v. As-Built Survey Points
 - vi. Easements
 - The AutoCAD DWG file and all layers in that plan shall be set and moved to the following coordinate system:
 - i. NAD 1983 State Plane Washington North FIPS 4601 feet (ESRI:102748). An alternate name for the coordinate system is: EPSG Projection 2285 - NAD83/Washington North (Feet US).

- ii. There are multiple ways to set geographic location. Instructions on one way in AutoCAD can be found at the link below:
<https://knowledge.autodesk.com/support/autocad/learn-explore/caas/CloudHelp/cloudhelp/2019/ENU/AutoCAD-Core/files/GUID-4138A163-80D8-435B-B1FD-878E14FC8E9F-htm.html>

Electronic copies of the final As-Built plans (PDF and AutoCAD) shall be submitted through the District's SharePoint site, available through a link at:
<https://www.slwsd.com>

- Scroll to the very bottom and click: "Submit As-Builts":



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- Drag/Drop files to the site, or click the Upload button