

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, stormwater/drainage systems, sanitary sewer, and paving improvements. Said Private Projects are regulated by City Ordinance No.50-385.

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

- Engineered plans (11x17)
- Plan Review Fee
- Prior Approved recorded easements
- Electronic .dwg and .pdf files of signed, approved plans for sanitary, water, drainage and paving projects (saved at 22x36)
- Bonds (Statutory & Performance and Maintenance) on City of Wichita bond forms for any asset that will be publically owned and maintained.
- City of Wichita staff and inspecting firm, as noted on the coversheet of all plans, must be notified by the contractor of their starting date.

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

- Final Record Plans in pdf format
- Inspection Logs
- Test Documentation
- TV Videos and/or Water Quality Test
- Pipe certifications
- Final Checklist

Owner/Developer Responsibilities

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

Contractor Responsibilities

Bonds

Bonds are required for any asset that will be owned and maintained by the City of Wichita. Said bonds shall be filed by the Contractor on the 11th floor of the County Courthouse with City of Wichita Bond Forms, available on the City of Wichita website under private projects tab.

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 of Wichita the performance of the work as provided in the plans and specifications. The Maintenance Bond guarantees to the City of Wichita 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 (filing fee currently \$36.00 made out to *Clerk of the District Court*) and the original receipt must be submitted to the City Engineer's Office.

Notification

The Contractor shall notify the Consultant Engineer, the City Engineer's Office 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 start. The Contractor shall notify affected property owners of any disruption of service at least 72 hours in advance.

Water Taps

All "wet" taps and water services on Public Mains shall be completed by Public Works & Utilities staff unless approved by the City Engineer's Office. No tap on the City main will be made until final plans have been approved and all necessary bonding requirements are met. The current Fee Schedule is available on the City's website in the Water Utilities 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 and have the Wichita Fire Department inspector on site. Any changes to final plans need to be approved in writing by City Engineer's Office.

Pavement Cut Permits

For private construction projects that require cutting a street, curb, drive approach, or sidewalk, the Contractor will need to get a Pavement Cut Permit. The pavement will be replaced by the City's Contractor and paid for by the Contractor. These permits and all work in right-of-way is regulated by title 10 of the municipal code.

Inspection Arrangements

All Private Projects must be inspected and certified by a professional engineering firm, with a professional engineer licensed in the state of Kansas. Inspection arrangements are the responsibility of the property owner, but may be delegated to the Contractor as needed. Inspection services shall be performed in accordance with the City of Wichita Standard Specifications and Special Provisions available on the City's website in the Public Works section.

All field inspections above and beyond the 2 (two) that are included in the initial plan review fee shall require an additional \$185 prior to the additional inspection occurring.

Staking

It is the responsibility of the contractor to properly stake the project.

Testing

The inspecting firm shall perform all inspection and testing services (including televising and air testing of sewers and water quality tests) and provide the City Engineer's Office satisfactory documentation of all such activities.

Water samples shall be submitted to City Water Utilities Lab for testing.

Final Record Drawings

The inspecting firm shall document construction with final record drawings. Final record (as-built) information shall be added to the original .pdf. Add information including the size, make, and reading of all meters. One .pdf of final record plans shall be submitted along with the following number of 11x17 copies:

PPW:	1
PPS:	3
PPD:	1
PPP:	1

Project Completion

Upon completion of a City inspector field check, the City Engineer's Office will issue either a Certificate of Acceptance or a Defect Notice. Once the City Engineer's Office has been notified that defects have been corrected, another City inspector field check will be performed. Warranties shall begin on the date the City Engineer's Office issues the Certificate of Acceptance. All defects must be corrected within 30 days or the bonding surety will be notified.

All Private Projects must be accepted by the City of Wichita prior to a Certificate of Occupancy being issued by MABCD.

Contact Information:

Tap Fees/Approved Materials:
Bryan Smith 316-268-4555

Water Valve Operations:
Water Dispatch 316-219-8921

Water/Sanitary/Drainage/Paving Plan Review:
Rebecca Greif 316-268-4505

Stormwater Management:
Mark Hall 316-268-8337

Bonding Requirements/Field Inspections:
Tom Mason 316-268-4574

Pavement Cut Permits:
Anne Logan 316-268-4501

Engineering's FTP Site Administrator:
Andy Smith 316-268-4275

Fire Department:
Cpt. Schowalter 316-268-4441
Chief Bevis 316-268-4441

www.wichita.gov

Prepared and Printed by:
Department of Public Works & Utilities
Engineering Division
316-268-4501



CITY OF
WICHITA

Construction of Infrastructure Improvements By Private Contract (Ord. No. 50-385)

Water
●
Sanitary Sewer
●
Stormwater/Drainage
●
Paving

January 2017

Contractor Information