



**City of Redding
Development Services Department
Engineering Division**

**Capital Improvement and Maintenance
Project Submittal Requirements**

August 2004

TABLE OF CONTENTS

| | | |
|----------|--|------------|
| 1 | Plan Sheets | 1 |
| 1-1 | Plan Orientation | 1 |
| 1-2 | Title Sheet | 1 |
| 1-3 | Data Sheet | 2 |
| 1-4 | Typical Cross Section Sheets | 2 |
| 1-5 | Layout Sheets | 2 |
| 1-6 | Profile Sheets - Roadway Work | 3 |
| 1-7 | Grading Sheets | 3 |
| 1-8 | Construction Details Sheets | 3 |
| 1-9 | Drainage Plan and Drainage Profile Sheets | 3 |
| 1-10 | Sanitary Sewer Plan and Profile Sheets | 4 |
| 1-11 | Water Plan and Profile Sheets | 4 |
| 1-12 | Summary of Quantities Sheets | 4 |
| 1-13 | Other Plan Sheets | 5 |
| 2 | Specifications | 5 |
| 2-1 | General | 5 |
| 2-2 | Measurement and Payment Clauses | 6 |
| 2-3 | Trade Names | 7 |
| 2-4 | Liquidated Damages | 7 |
| 2-5 | Contract Items | 8 |
| 3 | Construction Cost Estimate | 8 |
| 4 | Quality Control | 9 |
| 5 | Projects Requiring Building Permits | 10 |
| 6 | Design Submittals and Review Timelines | 10 |
| 7 | Addendums | 13 |
| 8 | Record Drawings | 13 |
| 9 | Acceptable Plan Sheet Designations | 14 |
| | Permit Center Plan Check Submittal Checklist | ATTACHMENT |

1 PLAN SHEETS

Project plans are engineering or architectural drawings containing information from which contractors prepare bids, surveyors use to stake the project, successful bidders use to construct the project, and inspectors use to inspect the contractor's work. The plans must contain sufficient information such that the work shown is biddable and buildable, and in the case of building structures, permitable. These plans, as revised during construction, become permanent record in the form of As-Built plans for future reference.

All plans shall be prepared on City of Redding standard title block sheets. All plans shall be drawn using line codes, text sizes, abbreviations, symbols and drafting conventions as described in the Caltrans Drafting and Plans Manual, Sheets A10-A and A10-B (Abbreviations and Symbols) of the Caltrans Standard Plans, page 600.00 of the City of Redding Construction Standards, Section 1.3 "Abbreviations" of the Standard Specifications for Public Works Construction, or as otherwise approved by Development Services-Engineering. Full size sheets shall be ANSI D 22"x34" or architectural D 24"X36" Mylar. Half size sheets shall be ANSI B 11"x17" reductions of the full size sheets.

Unless otherwise approved by the Engineering Division, all plan submittals shall be made on ANSI B 11"x17" reductions of the full size sheets.

All plans shall be affixed with the State of California license seal and signature of the civil, electrical, structural or mechanical engineer, geologist, architect, or landscape architect who is in responsible charge of developing that plan.

If the plan was prepared by a consultant the firm name and address of the consultant that prepared the plan shall be shown in the lower right hand corner of the sheet, above the title block.

1-1 Plan Orientation

Stationing should run from south to north or west to east and the layout of plan sheets should be arranged to indicate that the north arrow is directed towards the top of the sheet or to the right edge of the sheet.

1-2 Title Sheet

The following shall be shown on the title sheet:

- Vicinity map - Shows general location in City.

- Location map - Shows City limits, street names, waterway names, structures and the beginning and end of construction.

- Sheet index

- Project name

- Signature block

- Required contractors license classification

- General notes as applicable

1-3 Data Sheet

The following shall be shown on the Data Sheet and shall be located as the second sheet of the drawing set:

- Abbreviation list

- Legend

- Summary of quantities

- Listing of all applicable City of Redding construction standards applicable to the project

1-4 Typical Cross Section Sheets

The following shall be shown on the typical cross section sheets:

- Design Designation

- Scale (or labeled "NO SCALE")

The following shall be shown on each cross section:

- Layout Line (centerline, station line, horizontal alignment)

- Profile Grade Point

- Widths of Pavement, Shoulders, Medians, Sidewalks, Gutters, Etc.

- Cross Slopes (%)

- Basic Right of Way Widths

- Stationing Limits (Below Each Cross Section)

- Pavement Width Transitions

- Type, Class and Thickness of Pavement, Base and Subbase

- Curb and Gutter Types

1-5 Layout Sheets

These plan sheets shall adequately show all work to be performed. All pertinent topographic features and improvements shall be shown, such as elevations, underground utilities, poles, ditches, edge of pavement, curb and gutter, sidewalk, structure, trees, and other features of the area which may affect design.

All existing features shall be shown as faded or dashed lines. All proposed improvements shall be shown in solid heavy lines. All right-of-way lines, easements, section lines, and temporary construction easements, both existing and proposed, shall be shown and dimensioned on the plans. All proposed streets shall be dimensioned from centerline to lip of gutter, face of curb or back of sidewalk, and to right-of-way. All radius dimensions shall be shown. Cut and fill lines, pavement removal, existing pavements, curbs, dikes, sidewalks, driveways, wheelchair ramps, road approaches, right of way lines, and topography (when pertinent) are to be shown.

Line types and symbols used which are not included in the data sheet abbreviations and legend must be defined individually.

All layout sheets shall show:

- North Arrow

- Scale

- Bearing and Distance on all stationed lines

- Layout line/centerline designations, horizontal alignment and curve data

Stationing
R/W Lines
Easements
Survey Monuments, control points, and bench marks

1-6 Profile Sheets - Roadway Work

These plan sheets shall show layout line/centerline designations (consistent with layout sheets), original ground line, and profile grade line.

Stations shall be provided for all intersections, curb returns, curve returns, beginning of curve (BC), point of compound curve (PCC), point of reverse curve (PRC), and end of curve (EC).

Roadway excavation and embankment quantities should be shown at the bottom of the profile and shall be summarized in the summary of quantities table on the Data Sheet.

All profile sheets shall show:

- Existing centerline and proposed centerline with percentage of grade labeled
- Existing and proposed gutter flow lines
- All manhole stationing, pipe size, pipe material and pipe lengths

1-7 Grading Sheets

Grading sheets shall show all existing pertinent topographic features, proposed elevations, pad elevations, and on-site drainage information.

Ties to survey monuments and control points shall be shown as necessary for all proposed improvements.

All grading sheets shall show:

- North Arrow
- Scale
- R/W Lines
- Easements
- Survey Monuments/Benchmark references and ties

1-8 Construction Details Sheets

These sheets shall provide supplemental information and construction detailing that cannot be shown on the layout plan sheets due to project complexity and/or the amount of detailing required to fully describe the work.

1-9 Drainage Plan and Drainage Profile Sheets

Drainage plans shall show the layout and location of all existing and proposed drainage facilities. System and unit identification of drainage facilities shall be shown.

Drainage profiles shall be shown that include original ground line, finished grade lines and flow lines of drainage facilities.

Details shall be provided for drainage facilities for which there is no Standard Detail.

A summary of quantities for all drainage components which are pay items shall be provided.

1-10 Sanitary Sewer Plan and Profile Sheets

Sanitary sewer plans shall show the layout and location of all existing and proposed sanitary sewer facilities. System and unit identification of sanitary sewer facilities shall be shown.

Sanitary sewer profiles shall be shown that include original ground line, finished grade lines and flow lines of sanitary sewer facilities.

Details shall be provided for sanitary sewer facilities for which there is no Standard Detail. A summary of quantities for all sanitary sewer components which are pay items shall be provided.

1-11 Water Plan and Profile Sheets

Water distribution systems plans shall show the layout of existing and proposed water mains as well as the location of all gate valves, fire hydrants, blow-offs, water services, etc., and any special details.

Stationing along the center lines of streets and at street intersections shall appear on all water plans.

The location of in-line gate valves, fire hydrants, water services, and blow-offs at the terminus of dead-end water mains shall be indicated by engineer's station or by dimensions from property lines.

Plans for water distribution systems shall show the geometric alignment and right-of-way width of all dedicated streets, existing and proposed curbs, gutters, sidewalks, and existing aboveground and underground utilities.

Show all existing and proposed obstructions that may interfere with the placement of water main pipe such as bridges, culverts, open channels, traffic islands, underground vaults, etc.

A profile shall be shown for all proposed waterlines and all adjacent utility crossings shall be shown.

All existing underground utility crossings shall be positively located and shown on the profile.

A summary of quantities for all water distribution components which are standard City of Redding contract pay items shall be provided.

1-12 Summary of Quantities Sheets

The Summary of Quantities is an aid in determining the quantities for all pay items located throughout the plan set required to complete the work.

Quantities shall be calculated and listed for each separate contract pay item

Headings for individual pay items shall be identical to pay items shown in the Construction Cost Estimate.

Items of work shown in the summary of quantities which are not separate pay items but are included in other items of work are to be indicated with the symbol "(N)" in the column heading. When this symbol is used, the following note shall be added below the summary of quantities:

(N) = Not a separate pay item; for information only.

Quantities may be summarized in tables on the sheets depicting the work, or on the Data Sheet if separate Quantity Sheets are not warranted.

1-13 Other Plan Sheets

Provide plans for construction area signs, pavement delineation, construction funding signs (when engineers estimate is greater than \$150,000), and work shown or indicated on the layout sheets.

Verify that cross-referenced details, drawings and plans are included in the project plans.

In addition to these plan sheets requirements, building project plan sheets shall also conform to the commercial plan check submittal requirements found elsewhere in these guidelines.

2 SPECIFICATIONS

2-1 General

Specifications for a City of Redding construction contract include the requirements contained in the the following:

- A. Standard Specifications for Public Works Construction. The Standard Specifications are typically published every 3 years and contain the "standard" requirements for bidding, constructing and administering City of Redding contracts.
- B. Special Provisions written specifically for a contract and containing specific contract clauses setting forth conditions or requirements peculiar to the project and supplementary to the Standard Specifications.

The Standard Specifications for Public Works Construction are divided into four sections:

- Part 1 - General Provisions
- Part 2 - Construction Materials
- Part 3 - Construction Methods
- Part 4 - Rock Products

All City of Redding construction contracts and bid documents shall be prepared, in accordance with Part 1 of the Standard Specifications and the City of Redding special

provisions that modify Part 1. Development Services - Engineering will prepare the special provisions that modify Part 1 of the Standard Specifications.

All City of Redding construction contracts and bid documents shall be prepared in accordance with Parts 2, 3 and 4 of the Standard Specifications unless the work is not covered by the Standard Specifications. In the case of work that is not covered by the Standard Specifications, technical specifications shall be written to describe the construction materials, constructions methods, measurement and payment of that work. Technical specifications shall not duplicate or conflict with Part 1 of the Standard Specifications.

2-2 Measurement and Payment Clauses

A method of measurement and payment must be provided for all work shown on the plans and specified in the specifications. Special provisions shall be provided for items of work that are not covered by the Standard Specifications.

One of the following payment clauses shall be used for work not covered by the Standard Specifications:

A. Contract Item Pay Clause

The contract item pay clause is used to cover payment for a contract item of work not covered in the Standard Specifications is worded as follows:

The contract ① price paid per ② for ③ shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals and for doing all the work involved in ④, complete in place, including ⑤ as shown on the plans, as specified in the Standard Specifications and these special provisions, and as directed by the Engineer.

- ① “Lump sum” if item is lump sum. “Unit” if item is each. No entry for other measurements (cubic yard, foot, etc.)
- ② Cubic yard, foot, etc. No entry if lump sum or each and delete the word “per”.
- ③ Exact wording of the contract item used in the Engineer’s Estimate.
- ④ Description of work (contract item wording is usually sufficient).
- ⑤ Special or unusual work or work that is normally paid for separately but is to be included in this contract item. (Note: Also used to exclude work.)

B. Modified Contract Item Pay Clause

Use the following modified clause when a contract item is to be measured and paid for in the same manner specified for a similar item in the Standard Specifications:

① will be measured and paid for ② in the same manner specified for ③ in Section ④ of the Standard Specifications.

- ① Exact wording of the contract item.

- ② On a lump sum basis, by cubic yard, etc. If “lump sum” is used, delete the words “measured and”
- ③ Exact wording of the similar Standard Specifications item.
- ④ Standard Specifications Section which provides payment for the item listed on ③.

C. Full Compensation Pay Clause

Use the full compensation clause to include compensation for work in another contract item instead of making a separate contract item.

Full compensation for ① shall be considered as included in the contract ② price paid per ③ for ④ and no ⑤ therefor.

- ① The work which is not to be paid for separately.
- ② “Lump sum” if item is lump sum. “Unit” if item is each. No entry for other measurements.
- ③ Cubic yard, foot, etc. Nothing is entered for lump sum or each and delete the word “per”.
- ④ Exact wording of the contract item which is to include compensation for work listed in ①. Should be related contract item or in the “items involved” when the work is not necessarily tied to one item.
- ⑤ Use phrase, “separate payment will be made,” if the work listed in ④ is usually a separate contract item. Use phrase, “additional compensation will be allowed,” when ⑤ does not apply.

2-3 Trade Names

The term “trade names” used in this section includes proprietary items and brand names. If a material, product, thing or service is specified by the use of a trade name, at least two trade names of comparable quality and function must be listed followed by the words or equal. The use of a single trade name for a material, product, thing or service must have specific, prior written approval by the Engineering Department.

2-4 Liquidated Damages

Liquidated damages is based on the estimated cost of field construction engineering. In special cases, liquidated damages greater than the estimated field construction engineering cost may be specified provided detailed reasons are given to support the greater amount. In all cases, show the calculations that support the recommended rate. Liquidated damages are not to be used as disincentives or incentives to encourage timely completion.

Use the following formula to avoid excessive liquidated damages:

$$\frac{L\% \text{ (see table below)} \times \text{Total Estimate}}{\text{Working Days}} = \text{Liquidated Damages}$$

Minimum Liquidated Damages are \$250 a day for projects less than \$2 million and \$300 a day for projects greater than \$2 million.

Working days used to calculate liquidated damages should not include water pollution or plant establishment days.

Liquidated Damages Factor (L%)

Project Estimate

Over \$5 millionL=3%

\$500,000 - \$5 millionL=5%

\$200,000 - \$500,000L=5%

Less Than \$200,000L=7%

Except when the minimum liquidated damages apply as provided herein, the calculated liquidated damages should be rounded up as follows:

| Calculated Liquidated Damages | Round Up |
|--------------------------------------|------------------|
| <\$500 | \$25 increments |
| \$500-\$1000 | \$50 increments |
| >\$1000 | \$100 increments |

2-5 Contract Items

Contract items are the bid items of work used in the Construction Cost estimate, the bid proposal and the contract. The item description shall be consistent between the plans, specifications and the estimate. The item description and unit measurement should be exactly as shown in the City of Redding Contract Item Database.

3 CONSTRUCTION COST ESTIMATE

The construction Cost Estimate provides a fair and reasonable price that the City should expect to pay for each of the items of work to be performed, based on expected prices as of the time the estimate is submitted. The reliability of the Construction Cost Estimate is necessary for responsible fiscal management. Unreliable cost estimates result in severe problems in the City's budgeting and planning. This, in turn, affects the City's relations with other agencies, contractors, the public, and results in a loss of credibility.

The amount of funds allocated for a project should not influence the estimated prices. Reducing prices to keep the cost estimate within the budgeted amount will not reduce bid prices at the time the bids are opened. Bid overruns can cause serious problems such as delay of award, rejection of all bids or cause a re-bid cycle. Likewise, estimates should not be artificially raised to avoid a bid overrun.

A Construction Cost Estimate is a particular dollar amount for a base bid or alternative. The Construction Cost Estimate does not include additional contingency amounts. Estimated ranges and opinions of probable cost are not acceptable in lieu of a Construction Cost Estimate. The Engineer or Architect in charge of the preparation of the Construction Cost Estimate is responsible for its accuracy.

Unless otherwise approved by the Engineering Division, all construction cost estimate shall be itemized using the City of Redding Contract Item List.

The method used to develop the cost estimate shall be described in the consultants Quality Control Plan.

All Construction Cost Estimates will be prepared in accordance with City Council Policy 1503, "Capital Project Estimating Process".

4. QUALITY CONTROL

The Consultant has total responsibility for the accuracy and completeness of the plans, and all other work furnished, and shall meet that responsibility through the implementation of a Quality Control Plan. The Consultant's Quality Control Plan shall, at minimum, establish the process necessary to ensure the accuracy and completeness, and all other work furnished. The Consultant shall have a Quality Control Plan in effect to assist quality assurance.

- A. The Quality Control Plan shall establish a process whereby all work is independently checked, corrected and back-checked, in accordance with accepted practice, by a person qualified and appropriately registered in the State of California. All original drawings and calculations shall be maintained for the duration of the design Contract and submitted to the Engineering Division at the completion of the work.
- B. Coordination and checks shall be provided on those drawings that show different work in the same area (i.e. plans coordinated with specifications), to see that conflicts and misalignment do not occur between plan sheets, and between the plans and specifications.
- C. The Consultant shall verify the constructability of the plans in relation to City of Redding Construction Standards, the Standard Specifications for Public Works Construction, and the Project Special Provisions.
- D. Delivery of plans and computations must be accompanied by supporting documentation that demonstrates Consultant is following its Quality Control Plan. The documentation may include copies of appropriate lists of deliverables, tables, plan sheet punch lists, etc., which show columns for checking, revising, back-checking, and quality reviews. Design review submittals not accompanied by sufficient verification of quality control procedures will be returned to Consultant. Documentation of quality assurance procedures is considered to be a requisite element of each review submittal.
- E. The Consultant shall include Quality Control Statements with the 30%, 60%, 90% and Final submittals. The statements shall include checklists for those pertinent items that are required for the timely, uninterrupted processing of submittals with the Engineering Division.
- F. Prior to beginning work, the Consultant shall submit to the Engineering Division two copies of their Quality Control Plan. The Engineering Division will review the plan established by Consultant to determine if quality assurance procedures are adequate and appropriate to the complexity of the project requirements. Review

comments will be returned to the Consultant. If appropriate, the revised plan, which incorporates the comments of the Engineering Division shall be resubmitted. No work shall be began until the Consultants Quality Control Plan has been approved by the Engineering Division.

- G. Evidence that the Quality Control Plan is functioning will be periodically confirmed by the Engineering Division. Deliverables that do not conform to the approved plan will be returned to Consultant without review by the Engineering Division.

5 PROJECTS REQUIRING BUILDING PERMITS

The Permit Center's commercial plan check submittal checklist is attached which contains the complete list of Building Division submittal requirements for all documents submitted to the Building Division for plan review and project permitting. The Consultant shall complete the commercial plan check submittal and submit with the 90% submittal. The Engineering division will submit the plans and to the Building division for review.

The consultant shall be responsible for all plans and calculation revision required by the City of Redding Development Services department's Building Division as required to obtain all required building permits.

The consultant shall be responsible for review, shop stamping, and distribution of all shop drawings associated with consultants work and for as many review cycles as is needed to obtain approved shop drawings from the contractor or contractors fabricator.

6 DESIGN SUBMITTALS AND REVIEW TIMELINES

30% Review Typical Engineering Division Review Time: 5-10 wd

Consultant Submittal to City Shall Include:

- Five sets of 30% Complete Plan Sheets showing base mapping and conceptual design
- Consultant's Quality Control Plan
- 30% Quality Control Statement
- List of proposed Permitting Agencies
- Preliminary Construction Cost Estimate
- Project Scope

Development Services - Engineering will provide:

- Circulate 30% Plan Set to City Utilities for review and comment
- Project Specification Review and Comment
- Plan Circulation to City Departments for Review and Comment
- Electronic copy of City title sheet, data sheet and plan border.
- Preliminary PS&E Delivery Schedule

60% Review Typical Engineering Division Review Time: 5-10 wd

Consultant Submittal to City Shall Include:

- Five sets of 60% Complete Plan Sheets
- Two sets of Technical Specifications (Green Book based unless otherwise approved by the Engineering Department)
- 30% Review Comments
- 60% Quality Control Statement
- Design Calculations (structural, hydraulic, etc.)
- Verification of plan submittals to non-City Utilities
- Updated List of proposed Permitting Agencies
- Updated Construction Cost Estimate
- Updated Project Scope
- Updated PS&E Delivery Schedule

Development Services - Engineering will provide:

- Circulate 60% Plan Set to City Utilities for review and comment
- Project Specification Review and Comment
- Engineering Plan Circulation to City Departments for Review and Comment
- PS&E Delivery Schedule

90% Review Typical Engineering Division Review Time: 10-15 wd

Consultant Submittal to City Shall Include:

- Five sets of Draft Plan Sheets
- Two sets of Technical Specification (Green Book based unless otherwise approved by the Engineering Department)
- 60% Review Comments
- 90% Quality Control Statement
- Design Calculations (structural, hydraulic, etc.)
- Revised Construction Cost Estimate
- Copy of submittals to Permitting Agencies

Development Services - Engineering will provide:

- "A" Numbers for Drawings
- "Front end" documents for the Specifications (hard copy)
- Plan and Specification Circulation to City Departments for Review and Comment

Final Submittal Typical Time Between Submittal & Advertising: 10 wd to 15 wd (Varies depending on complexity, required coordination and workload)

Consultant Submittal to City Shall Include:

- Environmental Document (CEQA or NEPA as appropriate)
- Copy of permits (as appropriate)
- 90% Review Comments

- Plans: One complete set of either ANSI D 22"x34" or architectural D 24"x36" mylar sheets and one set of ANSI B 11"x17" bond sheets¹

¹ In addition to the hard copies, the Consultant shall provide electronic copies of the final drawing, shape, font and library files in AutoCAD 14 format, or later, on CD-ROM. All electronic copies of the final drawing, drawings, shape, font and library files become the property of the City of Redding upon submittal.

- All sheets except the cover sheet:
Shall be stamped & signed by the engineer or architect of record
- All sheets:
Shall have Engineering Department "A" numbers as assigned
Shall have Bid Schedule Number on each sheet²
Shall have standard City border and title block
- Cover Sheet of Specifications shall be stamped and signed by the Engineer or Architect in responsible charge and will be approved by City Engineer (Signatures will be coordinated following compilation of specification book)
- Construction Cost Estimate
- Final Quality Control Statement
- Final Technical Specifications:³
If technical specifications other than the Standard Specifications are used, measurement and payment clauses shall be included for each item of work.
If Technical specifications other than the Standard Specifications are used, they shall conform to the requirements of the Sections 1-9 of the Standard Specifications and the City's modification thereto.
Low Bid Selection Criteria (Per California Public Contract Code if additive or deductive alternates are used).
Lump Sum Breakdown (if project or major component is lump sum)
Liquidated Damage rate.
- Three sets of stamped and signed calculations (structural, hydraulic, etc.)

Development Services - Engineering will provide:

- Reproduction and compilation of specification books.
- Reproduction of plan sets.
- Advertise Notice Inviting Bids
- Issuance of any necessary addendums.
- Bid opening and bid evaluation
- Award of contract by City Council
- Verification of contractor's License, bonds and insurance: processing of contract.
- Contract Administration - e.g. scheduling of preconstruction meeting; issuance of Notice to Proceed; processing of change orders, pay estimates, retention, notice of completion, and maintenance bond.
- Construction inspection (unless this service is provided by consultant).

² At Final Submittal, Development Services-Engineering will determine publishing and bid opening dates, verify available funds, and obtain a bid schedule number. The Bid Schedule Number shall be then be included on each plan sheet. The Bid Schedule Number will be coordinated prior to submittal of Mylar sheets.

³ If additional technical specifications are submitted, the submittal shall be both hard copy and electronic. Electronic specifications shall be on CDROM in WordPerfect 9.0 or later. All electronic copies of the technical specifications bcome property of the City of Redding upon submittal.

7 ADDENDUMS

The Engineer or Architect who stamped the original plans or specifications shall prepare addendums during the bidding process as determined necessary by the Engineering Department. If an addendum includes new or revised plan sheets, the number of new or revised plan sheets provided shall equal the number of original plan sets provided. New or revised plan sheets shall have the addendum number and revision date clearly shown.

Changes, clarifications or additions to the specifications shall be provided in the same manner as the original specifications. All plan sheets and specifications provided for addendums shall be stamped and signed by the engineer or architect of record and shall be prepared in accordance with the plan sheet and specification requirements found elsewhere in these guidelines.

8 RECORD DRAWINGS

If construction inspection is performed by Development Services-Engineering, a set of plans will be provided to the Consultant marked with the changes made in the field, during construction of the project. Within 60 days of receiving the marked-up plans, the Consultant shall provide the City with a complete set of ANSI D 22"x34" or architectural D 24"x36" mylar plans reflecting the changes. These plans shall be noted as record drawings and shall have the following notation:

"RECORD DRAWING - This Drawing has been compiled from revised plans and known field changes. There has been no "As Built" survey performed."

If construction inspection is performed by the Consultant, the Consultant shall, within 60 days of the filing of the Notice of Completion by the City, provide the City with a complete set of ANSI D 22"x34" or architectural D 24"x36" mylar plans reflecting the changes made during construction. Each sheet of plans shall be stamped "As Built" and shall be affixed with one license seal and signature of the licensed civil, structural, electrical or mechanical engineer, geologist, architect or landscape architect who is in responsible charge of the changes made to the drawings.

9 Development Services - Engineering Acceptable Plan Sheet Designations

- Title Sheet
- Data Sheet (abbreviations/Legend/Standards List)
- Typical X-Sections
- Layout Plans (with Existing Utilities, Control and Drainage Systems)
- Profile (with Existing Utilities)
- Grading Plan
- Construction details
- Roadway quantities
- Drainage Plan and Profile
- Drainage details and quantities
- Sanitary sewer Plan and Profile
- Sanitary sewer details and quantities
- Water Line Plan and profile
- Water Line details and quantities
- Landscaping plans
- Landscaping quantities
- Construction area signs
- Construction staging
- Traffic signals and lighting
- Signing and striping
- Redding Electric Utilities
- Structures
- City of Redding Building Division Requirements:
 - Grading Permit - General Plan
 - Architectural
 - Plumbing
 - Mechanical
 - Electrical

NOTE: Various types of information (e.g. Layout Plans and Water Plans) may be combined on one sheet depending on the complexity and type of project.