

**WASHINGTON COUNTY, LAND DEVELOPMENT ENGINEERING AS-BUILT CHECKLIST  
S-3 INFRASTRUCTURE CONSTRUCTION PLANS**

July 2009

Shaded areas for County use only.

AS-BUILT SUBMITAL DATE: \_\_\_\_\_

COUNTY PLAN NAME \_\_\_\_\_

COUNTY PLAN FILE NUMBER: \_\_\_\_\_ COUNTY AS-BUILT APPROVAL: \_\_\_\_\_

DESIGN FIRM: \_\_\_\_\_

CERTIFYING ENGINEER: \_\_\_\_\_ MARYLAND REGISTRATION No. \_\_\_\_\_

**INSTRUCTIONS:** To be completed by the certifying engineer. The as-built submittal must include this checklist, a complete set of the as-built plans and any pertinent reports/logs relative to the construction of the infrastructure. This checklist contains at a minimal, a list of items required and does not relieve the certifying engineer of completing a review according to good engineering practices. All items are expected to be addressed in the first submittal and failure to do so will result in a less than full review. Additional checklist submittals may be required.

**I. SUBMISSION DOCUMENTS/METHODS:**

**A. 1st Review:**

1. Two (2) folded copy sets of the Original Approved plans redlined - (24"x36" max. paper size). \_\_\_\_\_
2. One (1) Bound copy of all 3<sup>rd</sup> Party Inspection Reports with PE seal and signature. \_\_\_\_\_
3. Minimum Font size shall be a 10. \_\_\_\_\_
4. Drawings shall not be cluttered and unreadable. \_\_\_\_\_

**B. Final Approval:**

1. Two (2) folded copy sets of the Original Approved plans redlined with PE seal and signature. \_\_\_\_\_
2. A CD of plans redlined. .PDF or .Dwg format (acceptable version to the County) with a minimum of three Maryland State Plane NAD 83(ft) x, y coordinates, verifying statement with name and registration of verifying Engineer. \_\_\_\_\_

**C. Methods:**

1. The minimum information shall be shown in Red on the print copy with "As-Built" in the lower right corner or each sheet. All information to be shown on approved plans. \_\_\_\_\_
2. A check mark (√) shall be made beside design values if they were actually constructed values. For changed values, line out the design value and enter the actual value. \_\_\_\_\_
3. Elevations to the nearest 0.1' are sufficient. \_\_\_\_\_

**II. INFRASTRUCTURE:**

**A. PLAN AND PROFILE VIEW SHEETS**

- 1. Road sections (including sidewalk, curb & roadside ditches). \_\_\_\_\_
- 2. Edge of pavement denoted. Edge of shoulder denoted where applicable. \_\_\_\_\_
- 3. Show intersection taper dimensions, cul-de-sacs with radius. \_\_\_\_\_
- 4. Show beginning and end of road construction by stations. Stationing shall begin at the centerline of the intersecting road. \_\_\_\_\_
- 5. Cross-sections every 100' minimum or as directed by the Division of Public Works. \_\_\_\_\_
- 6. Show all curb fillet radii, as well as fillet PC and PT elevations and stationing. \_\_\_\_\_
- 7. Show tee or y-turnaround and dimensions at terminus of the street with barricade denoted. \_\_\_\_\_
- 8. Show and label sidewalks and dimension. \_\_\_\_\_
- 9. Location, size & inverts of culverts. Including all cross culverts and driveway culverts. \_\_\_\_\_
- 10. Location, size and type of all structures (ie. inlets, endwalls, manholes, retaining walls, end sections & outlet structures). \_\_\_\_\_
- 11. Spot elevations at intersections and where drainage is an issue. \_\_\_\_\_
- 12. Location of all street and regulatory signs. Striping and markings denoted. \_\_\_\_\_
- 13. Location, size, thickness, of rip-rap inlet and outlet protection. \_\_\_\_\_
- 14. Type, size and location of swale slope and bottom stabilization material. Location, size, elevation and material of check dams. \_\_\_\_\_
- 15. Sections and locations at 100' showing top & toe of slope for ditches away from the road (all storm). \_\_\_\_\_
- 16. Swales leading to public drainage structures denoted with slope and dimensions. \_\_\_\_\_
- 17. Significant discrepancies between the as-built and design drawings shall be highlighted in a manner that is clean and legible. \_\_\_\_\_
- 18. Report identifies items not in conformance with approved plans. Design computations are required to be submitted by and signed and sealed by a Maryland registered professional engineer for any changes to infrastructure dimensions, elevations and locations. \_\_\_\_\_
- 19. Provide as-built and design elevations on roadway profile sheet. \_\_\_\_\_
- 20. All storm drain structures and pipes shall be shown on profile sheets with as-built slope, length, material, size & inverts. \_\_\_\_\_

**III. ADDITIONAL COMMENTS:**

- 1. Check if additional comments have been attached. \_\_\_\_\_

Prepared by: \_\_\_\_\_  
Name (signed) Company Date

\_\_\_\_\_  
Name (printed) Registration Number Telephone

Developer: \_\_\_\_\_  
Telephone