

## **St. Paul Place Subdivision Parish Construction Services**

The guidelines below will be used by St. Charles Parish Department of Public Works to provide engineering and inspection services during construction of St. Paul Place Subdivision. These services apply to construction of roads, drainage, sanitary sewage facilities and street lighting.

1. Review and approve construction schedule.
2. Review and approve shop submittals of materials and equipment for conformance with the approved subdivision or land development plans, and good engineering practice.
3. Review and approve construction testing plan.
4. Observe construction when needed for conformance with the approved subdivision or land development plans.
5. Identify and report any non-conformities with the construction.
6. Coordinate any unforeseen design and construction issues with the developer's engineer and contractor.
7. Prepare daily reports for construction observation.
8. Attend progress meetings as needed.
9. Perform a final inspection and prepare a final punchlist.
10. Review and approve as-built drawings.
11. Review and approve operation and maintenance manuals as needed.
12. Obtain warranties as needed.