

# City of Orlando, Street and Stormwater Division

## Stormwater CCTV Checklist

**Project Name:**

**Project Address:**

**Permit Number:**

**Precon meeting date:**

Stormwater CCTV documents required for the subject permit need to be submitted to the Permitting Services front desk to the attention of Site Engineering Permit Technician. Include a transmittal letter with the package to Site Engineering Permit Technician's attention. Include in the transmittal letter the project name, address, permit number, a description of the materials submitted, and a narrative of what action is requested by the City. This will improve the chances that the package will be efficiently distributed to the appropriate City staff and acted on in a timely manner. The Stormwater CCTV documents described in this form shall not be uploaded in PDOX.

This form shall be completed and signed by the Engineer of Record (EOR) and submitted with the Stormwater CCTV document. All items shall be checked to certify completion or marked n/a if not applicable. Do not leave any items blank. **A Certification Letter prepared by the Engineer of Record (EOR) is REQUIRED with the submittal of ALL Stormwater CCTV.**

### CCTV Review

- \_\_\_\_\_ Submittal of stormwater CCTV is required for one or more of the following systems:
  - \_\_\_\_\_ (1) Public stormwater system (e.g. public roads drainage)
  - \_\_\_\_\_ (2) Public stormwater system located within private property(s)
  - \_\_\_\_\_ (3) Private stormwater system located within public right-of-way
- \_\_\_\_\_ Approved drainage, grading and/or site plans showing **highlighted locations** of stormwater pipes and structures fall under the above cases.
- \_\_\_\_\_ CCTV inspections shall use unique identification numbers in pipe segment reference, upstream manhole number and the downstream manhole numbers. The identification numbers must be consistent with the approved drainage and/or site plans.
- \_\_\_\_\_ Descriptions including statement regarding which pipelines and structures are public or privately maintained and associated permit number.
- \_\_\_\_\_ Submittal of stormwater CCTV for:
  - \_\_\_\_\_ (1) Before repair
  - \_\_\_\_\_ (2) After repair
- \_\_\_\_\_ CCTV information have included horizontal and vertical alignment, grade variations, separated pipes, leaks, deflection, cracked, broken or otherwise defective pipe to ensure overall pipe integrity.
- \_\_\_\_\_ CCTV inspection of stormwater system has been conducted by the Contractor, reviewed and determined to **have no deficiencies** by the EOR and/or the Street and Stormwater Division.
- \_\_\_\_\_ CCTV inspection of stormwater system has been conducted by the Contractor, reviewed and determined to **have deficiencies** and require repair by the EOR and/or the Street and Stormwater Division.
- \_\_\_\_\_ Repair has not been completed prior to approval of Street and Stormwater Division.
- \_\_\_\_\_ Manhole inspections: verify by site visit that all deficiencies have been corrected

- \_\_\_\_\_ CCTV inspection video files along with QA/QC report have been reviewed by Florida Professional Engineer (P.E.) as per Florida Statute Chapter 471 and submitted on portable USB hard/flash drives.
- \_\_\_\_\_ Manhole and/or stormwater pipes CCTV video assessment report have been prepared by a certified technicians, tools and software with appropriated NASSCO certification (e.g. PACP, LACP or MACP). The report has been reviewed and certified by a P.E. to ensure that the report suffices ESM Section 7.05.04 Pipe Inspection and FDOT Section 430-4.8 Pipe Inspection requirements. In addition, the P.E. has provided a certified letter along with a table including (but not limited to) comments, repair analysis and rehabilitation recommendations to correct any defects identified in the inspection (Please see an example table below).

Project Name:				
Date Received:				
Date Reviewed:				
From	To	Pipe Dia.	Video Review Comments	Proposed Repair Method

#### Engineer's Certification

- \_\_\_\_\_ The EOR has prepared and submitted a letter certifying all sitework has been installed in accordance with all applicable City Standards including the City of Orlando Engineering Standards Manual (ESM) and applicable standard engineering practices (e.g. FDOT, ASTM, etc)
- \_\_\_\_\_ The EOR's Certification includes site specific detail about all sitework components designed, installed, and inspected, including all Stormwater facilities such as storm sewer pipes, manholes, control structures, etc.
- \_\_\_\_\_ The EOR or their authorized representative has performed periodic site visits during construction. A statement of the EOR's periodic presence on the jobsite is included in the certification letter.
- \_\_\_\_\_ The EOR's Certification summarizes a list of deviations from the Approved plans at the time of permit issuance. The Approved plans are considered the stamped approved sets with the City's watermark in the upper left corner of every sheet prepared by the Digital Services representative in the Office of Permitting Services at the time of Permit issuance. Construction plan revisions that were reviewed and approved subsequent to Permit issuance need to be documented in the Engineer's Certification.
- \_\_\_\_\_ EOR has reviewed compaction reports and certifies compaction over all utilities complies with City Standards.

\_\_\_\_\_  
Engineer of Record Signature

\_\_\_\_\_  
Date