I.10 CONSTRUCTION – INFRASTRUCTURE

A Permit is required prior to the construction, reconstruction, maintenance, alteration, repair, removal or replacement of any curb, gutter, driveway or other concrete work on public property. A Right-of-Way Work Permit is required when any construction activity or utility repair and maintenance activity occurs in the City Right-of-way or easements. [Title IX – General Regulations, Chapter 96 Streets] & [Title XV – Land Usage, Chapter 153 Erosion Control; Storm Drainage].

Examples include, but not limited to, streets; sidewalks; sanitary sewer and water system facilities; drainage and flood control facilities; street lighting; traffic signals; bus bays and bus shelters; and other improvements used by the public or used in common by owners of lots within a subdivision that conform to adopted City design standards. Designs must be reviewed and approved by the City Engineer or designee and staff of other City offices concerned with Infrastructure Improvement Projects. Approval of the design is obtained from the Public Works Department.

The City will not accept maintenance responsibility unless all construction is warranted in accordance with the City Ordinance requirements and the City of Rio Rancho Standard Specifications for Public Works Construction, (Standard Specifications) current edition.

Final acceptance by the City of a completed project requires completed construction in accordance with approved plans and specifications along with any approved revisions. It also requires submittal of acceptable, reproducible, As-Built drawings of the work and payment of all outstanding fees and permits. All necessary easements, covenants and licenses must also be completed prior to acceptance.

Application for Construction within Public Right-of-Way

DRC Meeting Required

- **Preliminary Design Review by Department of Public Works**

Consulting engineer prepares plans incorporating any required materials into the infrastructure design and submits them DSD for distribution, review and comment. Construction Plans and Specifications must be prepared in accordance with current Standard Specifications unless otherwise approved. Format and content of plan sets shall be as outlined in Volume II - Design Criteria (plans submitted at this stage are required to be 60% to 95% complete).

The Public Works Department reviews plan submittals for content and notifies applicant of any missing or incorrect items and returns submittal for revision, if necessary. Completed submittals will be reviewed and returned to the Consulting Engineer with comments generally within thirty (30) business days depending upon project complexity.

- **Incorporation of Comments and Preparation of Final Plans and Engineer's Estimate**

The Consulting Engineer must either incorporate the City review comments into the proposed final plans or propose acceptable alternatives. The Consulting Engineer prepares an estimate of the quantities of materials for the project. The nomenclature used to describe the items of materials listed on the estimate sheet must conform to that in the current Standard Specifications where applicable.

- **Review of Final Plans and Estimate Sheet**

Consulting Engineer submits design documents and associated materials to the DSD. The complete package of required submittals must be received prior to being routed for review and comment. Completed submittals will be reviewed generally within thirty (30) business days of receipt depending upon project complexity.

Applicable departments and or agencies review plans for content. If the submittal is unacceptable, areas of concern are identified and the submittal is returned to the Consulting Engineer for correction. Completed submittals will be reviewed and returned with comments generally within thirty (30) business days depending upon project complexity. Comments should be made in written form but may also be provided on marked up plans.

- **Incorporation of Comments and Preparation of Plans and Estimate for Approval Signatures**

Consulting Engineer makes necessary corrections on document(s) and submits to DSD the final estimate and original mylars of the Plans bearing Engineer's seal, signature, and date.

- **Pre-Construction Meeting**

After the approval of construction plans and estimates, a Pre-Construction Meeting is scheduled with all the relevant parties to discuss the construction phase.

- **Construction & Post-Construction**

During the construction phase, Public Works Department staff will conduct inspections and a final inspection and post-construction acceptance.