

Mayor  
**Jo Glenn**  
Director of Public Works  
**Randy Logan**



Technical Assistant  
**Deran Baugh**  
Assistant Street Superintendent  
**AL Hunt**  
Landfill Manager  
**Adrian Cahill**  
Traffic Coordinator  
**Larry Bryson Jr.**

## City of Wetumpka, Department of Public Works

# Memorandum

**TO: Engineers and/or Developers**

**From: Mr. Randy Logan, Director of Public Works**

**Date: May 18, 2005 Revised March 2, 2006**

**RE: Quality Assurance of Subdivision and/or Developments**

Due to the recent growth and the projected continuing growth of Wetumpka, it is imperative that we make every effort to assure that all subdivisions and/or developments that are constructed meet the City of Wetumpka's minimum standards.

The Engineer/Developer or their designee shall give the Director of Public Works or his designee **twenty-four (24) hours notice before initial construction begins and seventy-two (72) hours notice (when possible) before any testing and/or items listed on attached Minimum Street Construction Requirements document are performed.**

**A copy of all testing reports is to be sent to the Director of Public Works as soon as possible after test is performed.**

Unless otherwise agreed upon, the Engineer shall be the city's point of contact for all testing requirements except proof rolling, which will be coordinated with contractor.

We also request that all plans include the location and elevation of any bench marks to be used for the construction of the project.

"City of Natural Beauty"

P.O. Box 1180, Wetumpka, Alabama 36092, 334/567-1329, Fax 334/567-1339

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## Minimum Street Construction Requirements

Streets and Roadways shall meet or exceed all Minimum Construction Standards and Specifications listed in Appendix II of the Subdivision Regulations for the City of Wetumpka.

Director of Public Works can be contacted by calling (334) 567-1329.

### Testing:

- Subgrade shall be compacted to not less than 100% proctor density as established by ALDOT specifications.
- Earth fill shall be placed in layers not to exceed six (6) inches compacted thickness, and compacted to 95% proctor density.
- Base course shall be either soil aggregate base with a minimum compacted thickness of not less than eight (8) inches, placed in two layers; or, crushed aggregate base with a minimum compacted thickness of not less than six (6) inches, placed in two layers.
- Each layer of base material shall be compacted to not less than 100% proctor density as established by ALDOT specifications.
- Base course shall be tested for thickness after compaction has been completed, Engineer/Developer shall have an accepted testing laboratory perform density test.
- Engineer/Developer shall have an accepted testing laboratory perform gradation test on base material to certify base material meets Engineer's specified ALDOT design. **Pit certification will not be accepted, certification must be for material used on site.**
- The Engineer/Developer shall furnish the Public Works Department a copy of all test reports within seventy-two (72) hours of performing the test. The test and inspections shall be performed by an accepted testing laboratory. Density tests for earthwork and base material shall be performed at an interval of not less than one (1) test per 500 linear feet of proposed paving. Any job less than 500 linear feet, one (1) test will be required. Tests are to be taken at points where it may be evident that the least amount of compaction has been done. In addition, proof rolling of subgrade and base layers shall be performed in the presence of the Director of Public Works and the developer's engineer or their designee.
- Subgrade, embankment and base course material shall be placed at +/- 2% of optimum moisture.
- A depth check shall be made for each 100 foot station in staggered sequence, i.e. centerline, left, right, centerline, etc.
- A record of this depth shall be submitted to the Department of Public Works prior to or during the review of the base course and prior to approval for pavement construction.
- The owner and/or the owner's engineer shall be responsible for having all tests made and for payment therefore.

## Minimum Street Construction Requirements Continued

### Inspections:

Developer or his designee shall contact the Director of Public Works or his designee for inspection of the following:

- Placement of all drainage pipes and/or drainage structures, water lines, sewer lines or any other utility which crosses and/or runs in the purposed roadway before any backfilling is performed. **Employees of the Wetumpka Water Works are NOT employees of the City.** Even if a Water Works employee is present, a Public Works Department Employee must also be present.
- Developer or his designee shall contact Director of Public Works before placement of each layer of street buildup material.
- Proof rolling of subgrade and base layers shall be performed in the presence of the Director of Public Works and the developer's engineer or their designee.
- Inspections shall be made by the Director of Public Works or his designee of subgrade prior to placing overlaying layer.
- Proof roll shall be performed of subgrade before placement of base material, before curb and gutter are installed and before prime coat is applied.
- Developer or his designee shall submit testing reports to the Director of Public Works or his designee within seventy-two (72) hours of performing test.
- Developer or his designee shall submit gradation reports of all base material to assure material meets ALDOT specification as designed by the Developer's engineer and shall be run on material delivered to the site.

At the completion of the work and prior to final acceptance by the City, the owner's engineer will deliver to the Department Public Works any outstanding test reports and a letter to the effect that the work performed has been done in accordance with approved construction plans and specifications and any approved changes during construction. The engineer shall provide the Department of Public Works "as built plans" of all storm sewer drainage systems with elevations of inverts and flow lines. As built plans shall be provided in both hard paper copy and electronic copy compatible with AutoDesk. **No final plans will be approved or signed until as built plans are received.**

A final inspection of the work will be made by a representative of the Public Works Department accompanied by the owner's engineer prior to final acceptance by the City.

All silt fence and temporary silt/erosion control devices shall be removed and any corrective action required to repair any erosion shall be made at owner's expense prior to final acceptance by the City