CITY OF SUFFOLK STREET ACCEPTANCE PROCESS

PWE will provide developer with a written notice that process cannot continue. Developer must address readiness or site status and resubmit request for acceptance.

Developer contacts PWE Construction Manager, 514-7704 for a preliminary review for street acceptance.

PWE notifies PWSM/TE/PU/PWSW/PL for final inspection.

A combined punch list from PWE/PWSM/TE/PU/PL is issued to the developer by PWE reviewing engineer indicating a schedule for completion.

Developer addresses/corrects all items identified in the response letter within specified schedule. Developer contacts PWE Construction Manager when all punch items are completed.

CRDs and CCTV DVDs are reviewed by PWE for approval

The developer submits mylars & CDs (auto cad) of approved Construction Record Drawings.

PWE routes Certificate of Completion to PWSM/PU/PL/TE/PWSW for approval

Once PWE receives approval from all departments, a Certificate of Completion is issued to the developer.

PWE provides PWSM with contact information, street names, and lane miles in preparation of street acceptance.

The developer provides PWE with sidewalk ancillary agreement and surety if applicable and PWSM with defect surety.

PWSM Notifies:
- Planning to release the Performance Surety(s)
- Planning to add streets to the route directory
- GIS to update the GIS databases

Prior to expiration of ancillary surety and or defect surety, PWSM notifies PWSM/TE/PU/PWSW/PL to schedule a final inspection.

YES

Site status and readiness for street acceptance is confirmed by the PWE Inspector.

Developer submits completed Street Acceptance Request Form and all listed items to PWE.

NO

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