

City of Lenexa Engineering Infrastructure Inspection Program

Purpose

The purpose of the City's Engineering Infrastructure Inspection program is to obtain reasonable verification that the infrastructure approved with a private development plan has been installed correctly per the approved permit construction drawings.

Instructions

(Pre-construction / Permit Review Stage)

As part of the permit review process, a copy of the "Inspection Firm(s) of Record" form will be forwarded to the applicant for completion. The firm or firms that will be providing the inspection and inspection certification for each component identified on that form will need to be identified with appropriate contact detail provided.

(We note that inspection can be provided by a single firm, or can be several firms based upon their expertise with regards to the different components to be inspected.)

(Throughout Construction)

As construction is on-going, and at a frequency of no less than bi-weekly (every 2 weeks), for items identified as requiring inspection in the City provided "Periodic Inspection Checklist / Certification" form, the 3rd Party Inspector of record shall submit an Inspection Status **report** on that firm's letterhead along with a completed, sealed "Periodic Inspection Checklist / Certification" form to the City of Lenexa Engineering Division. This report should generally include the following information:

- A brief summary of the work performed during the reporting time frame,
- Those items inspected and approved as substantially in compliance with the City of Lenexa approved permit drawings, details, or specifications observed during the reporting period,
- Changes and/or discrepancies with the City of Lenexa approved permit drawings, details, or specifications that were observed during the reporting period, along with the actions performed (or proposed actions) to resolve or correct said discrepancies,
- A list of nonconforming items yet requiring resolution,
- Sealed by a Professional Engineer, licensed by the State of Kansas.

PLEASE NOTE: ANY CHANGES OR MODIFICATIONS OTHER THAN MINOR FIELD ADJUSTMENTS MUST BE APPROVED BY THE CITY OF LENEXA PRIOR TO CONSTRUCTION.

*Minor field adjustments are those adjustments that do not violate the engineering design intent, nor adversely affect the design functionality of the infrastructure in question, nor substantially change the approved permit drawings. If the 3rd Party Inspector has questions regarding any of these conditions, **the City should be consulted.***

*While the City understands that this is private infrastructure and will therefore work with and endeavor to accommodate the design engineer / owner in any requested plan changes, please note that **any plan changes must be approved** by the City **PRIOR** to implementation in the field.*

PLEASE NOTE: Timely submission of bi-weekly reports is required. For periods where no work is performed, a simple letter indicating "No Activity" for that time period should be submitted. **Failure to submit required reports may result in a "Stop Work Order" being posted on the project.**



ENGINEERING INFRASTRUCTURE INSPECTIONS

Community Development Department
17101 W. 87th Street Parkway, Lenexa, Kansas 66219
913/477-7725 fax 913/477-7730

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Instructions (Continued)

(At Completion of the Project / Infrastructure Construction)

When the work requiring 3rd Party engineering inspections is completed and all existing or previously identified nonconforming items have been resolved, the 3rd Party Inspector of record shall submit a completed and sealed “*Final Inspections Certification*” form **attached to** a final report that indicates the project has been completed per approved permit drawings, summarizing any authorized changes, discrepancies, or modifications to the permit drawings, including those as identified in previous reports throughout the construction process.

PLEASE NOTE: Final approval and/or a Certificate of Occupancy will not be issued until the final report has been received, reviewed, and approved by the City of Lenexa.

3rd Party engineering inspections must be completed by persons or firms competent to inspect and review the work for which they are certifying, as well as either have or hire appropriate equipment or laboratory facilities as necessary for component or material specific testing.

Lenexa staff would be happy to discuss any issues as they arise in order to assist the project in moving forward in a timely manner.

Please send all correspondence to the following address:

City of Lenexa
Engineering Division – Community Development
17101 W 87th St Pkwy
Lenexa, KS 66219

FOR MORE INFORMATION Engineering Division

City of Lenexa - Community Development Department
17101 W 87th Street Parkway, Lenexa, Kansas 66219
913/477-7725 (FAX) 913/477-7730
jwalbert@lenexa.com

INSPECTION FIRM(S) OF RECORD

CITY OF LENEXA, KANSAS
ENGINEERING INFRASTRUCTURE INSPECTION(S)
(Submitted prior to construction – During Permit Review)
For various inspection components

Project Name: _____

Project Address: _____ Permit #: _____

Project General Contractor: _____

Per the approved plan/permit, 3rd Party inspections will be required for those following items with an ☐:

☐ BMP's (bio-retention, basins, etc.)

☐ Curbing

Inspection Firm

Inspection Firm

☐ Swales (conveyance, i.e. non-BMP)

☐ Pavement

Inspection Firm

Inspection Firm

☐ Stormwater Systems (piping, structures)

☐ Sidewalks / Trails

Inspection Firm

Inspection Firm

☐ Lighting

☐ Erosion and Sediment Control (ESC)

Inspection Firm

Inspection Firm

Other _____

Inspection Firm #1: _____

Contact Name & Title: _____

Address: _____

Ph: _____

Fax: _____

e-mail: _____

Emergency No: _____

Inspection Firm #2: _____

Contact Name & Title: _____

Address: _____

Ph: _____

Fax: _____

e-mail: _____

Emergency No: _____

Inspection Firm #3: _____

Contact Name & Title: _____

Address: _____

Ph: _____

Fax: _____

e-mail: _____

Emergency No: _____

Inspection Firm #4: _____

Contact Name & Title: _____

Address: _____

Ph: _____

Fax: _____

e-mail: _____

Emergency No: _____