

## **GUIDELINES for AS-BUILT FILE SUBMITTALS**

The City of Germantown requires as-built information on all construction projects. The as-built data must be submitted and approved before the Initial Acceptance process can begin. The following guidelines describe the type of information required and both formats in which it should be delivered. Required as-built submittals include but are not limited to the following:

### **Digital File Submittal**

Digital files should be submitted in AutoCAD .dwg format on CD. No emailed files will be accepted. All data must be referenced to Nad83 Tennessee State Plane Coordinates. There should be four separate electronic drawing files:

- (1) Plat geometry with face of curb and road center lines
- (2) Water structures including water lines with sizes, fire hydrants, valves, and service connections.
- (3) Sanitary Sewer structures, manholes with flow line elevations, sewer pipes with sizes, and stub service connections.
- (4) Storm drainage, pipes with sizes, manholes and other structures with flow line elevations.

As-built data may be in point layers. When as-builts are submitted, if any utility is found to be more than three feet from the proposed location, then revised layers of accurate locations and attributes must be resubmitted. For example, if a sewer manhole is found to be more than three feet from its proposed location, all pipes connecting to the manhole must be adjusted to show their accurate location. A list with descriptions of all layers shall be included. This list should indicate whether layers features are proposed or as-built.

### **Mylar Submittal**

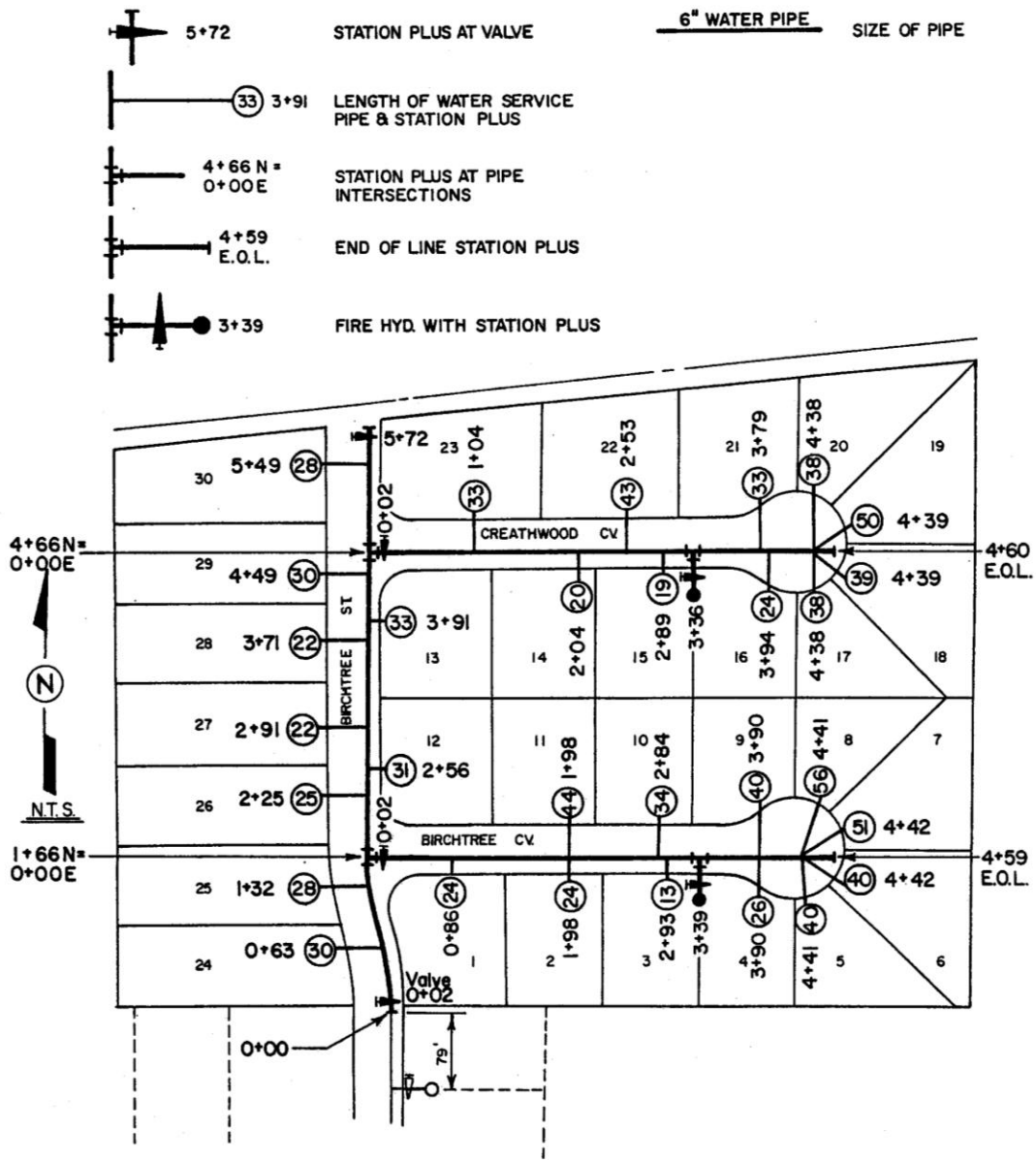
As-built information must exist for the complete set of construction plans and be submitted on the original reproducible drawings that were approved by the City Engineer. All data must be referenced to Nad83 Tennessee State Plane Coordinates. Required as-built submittals include the following where applicable:

- (1) Site Plan
- (2) Grading Plan
- (3) Drainage Plan and Tables
- (4) Water Plan (*figure 1*)
- (5) Sewer Plan and Tables (*figure 2*)
- (6) Landscape & Irrigation Plan
- (7) Plan & Profiles
- (8) Electrical site plan

All as-built information or changes from the approved plan should be clearly marked and referenced in the revision block.

Figure 1

## AS BUILT INFORMATION NEEDED FOR WATER PLAN SHEET



**NOTES**  
 "AS BUILT" INFORMATION MUST BE SUBMITTED ON THE ORIGINAL REPRODUCIBLE DRAWING THAT WAS APPROVED BY THE CITY ENGINEER.  
 THE CONTRACTOR SHALL MARK THE POINT WHERE THE WATER SERVICE LINE CROSSES UNDER THE CURB BY STAMPING OR PAINTING A "W" ON THE FACE OF CURB (PAINTED LETTERS SHALL BE STENCILED).  
 WATER SERVICE LINES SHOULD EXTEND AT LEAST 2.5 FEET BEHIND THE CURB IN ALL STANDARD SUBDIVISIONS.

