

Comprehensive Roads and Drainage Plan Review and RMAA Process

- **Plans review (refer to Plan Review Checklist) (Inspector, engineer to validate project and verify stormwater discharge location acceptable)**
 - Project loaded into EVOLVE
 - TRC conducted (**Civil Engineer attends**)
 - Plans approved in EVOLVE by Engineering Manager
- **Construction**
 - Pre-con conducted (refer to pre-con requirements and provide to EOR/Developer) (**County Inspector, Civil Engineer attends**)
 - Install sediment and erosion control measures
 - Initial inspection to verify sediment and erosion control measures installed properly (**Inspector – continuous inspections during construction to confirm Plans, SWPPP, Construction Sequence being properly implemented**)
 - Base and surface proof rolls completed and inspected to include report and weight ticket supplied by EOR/Contractor (**Inspector, Civil Engineer attends**)
- **75% infrastructure completed**
 - Inspection to verify 75% infrastructure complete (**Inspector, Civil Engineer attends**)
 - Performance bond in place for 25% remaining roads, drainage, and sidewalks
 - Final Plat review, approval, recorded (refer to Checklist/SOP)
- **100% Infrastructure completed (may include sidewalks and final lift of asphalt)**
 - As-builts submitted for review
 - Inspection to verify 100% infrastructure is complete (**Inspector, Civil Engineer attends**)
 - RMAA completed and submitted (RMAA – Applicant and Engineer of Record signature)
 - Performance bond maintained for remaining sidewalk and final lift of asphalt
 - Maintenance bond for roads, drainage and sidewalks provided (25% of construction cost)
- **75% vertical “Buildout” completed**
 - Closeout package to include as-builts and video submitted by EOR/Developer
 - Perform pre 1-Yr. maintenance liability color video of stormwater pipe in high-resolution digital format (submitted prior to initial and final inspection requests). Video shall be reviewed by an SC Professional Engineer and stamped report provided. Full requirements can be found in the Stormwater Management Design Manual and requested from Public Works.
 - NASSCO Certified
 - Punchlist provided
 - Camera shall be centered both horizontally and vertically in pipe
 - Must move at a speed that provides a clear image
 - Provide laser micrometer with known measurement
 - Stop at 90 degrees to all pipe joints with 360-degree continuous rotation
 - Video shall not be performed until total stabilization has been achieved
 - Inspection to start 1-yr. maintenance liability period requested by EOR/Developer (**Inspector, Civil Engineer attends**)
 - RMAA presented by PW to County Council for approval of the 1-Yr Maintenance Liability Period (County Council Chairman signature required)

- **End of 1-yr. Maintenance Liability Period**
 - Final Inspection requested by EOR/Developer (RMAA - signature required) (**Inspector, Civil Engineer attends**)
 - Verify Closeout Package completed prior (Refer to Closeout Checklist)
 - Verify as-builts provided prior
 - Perform final color video of stormwater pipe in high-resolution digital format (submitted prior to initial and final inspection requests). Video shall be reviewed by an SC Professional Engineer and stamped report provided. Full requirements can be found in the Stormwater Management Design Manual and requested from Public Works.
 - NASSCO Certified
 - Punchlist provided
 - Camera shall be centered both horizontally and vertically in pipe
 - Must move at a speed that provides a clear image
 - Provide laser micrometer with known measurement
 - Stop at 90 degrees to all pipe joints with 360-degree continuous rotation
 - Video shall not be performed until total stabilization has been achieved
 - Schedule the Final Inspection (scheduled only after above items are satisfied)
 - RMAA signed off by County Engineer and Release of Liability letter issued
 - Roads and drainage system are placed into County inventory and roads shown in GIS (notify GIS Specialist to add road(s) to inventory)