



FIELD SERVICES INFRASTRUCTURE ACCEPTANCE PROCEDURES

Note: Developer and Contractor should refer to the Cary [Standard Specification](#) Book for additional information.

1. Obtain NCDOT Encroachment if needed.
2. Before timbering and/or grading you must have obtained any required environmental and grading permits and all tree protection must be inspected and approved by the site inspector.
3. **Storm Drainage:** (Section 08000)
 - All storm drainage requires a visual inspection by the Infrastructure Field Services Technician
 - All storm drainage in roadways requires a visual inspection prior to installing stone base material.
 - Video Assessment and Cleaning Sewer prevention barrier (see standard detail 07000.18) and silt fence required when tying to existing sewer until new sewer system is accepted.
4. **Utilities:**
 - Obtain a water or sewer extension permit if needed.
 - Prior to using the water from the Town system to fill or flush a line, contact public works at 919-469-4090 for approval. **NOTE: Only Public Works Department personnel are authorized to operate valves on the Town's water system. Unauthorized operation may result in fines to both the contractor and owner.**
5. **Water system:** (Section 06000)
 - Requires a Hydrostatic Pressure test
 - Requires a Purification test
 - Requires a water certification from a professional engineer
 - Fire hydrants require a **functional** status prior to delivery of combustible material on site
 - Fire hydrants require a **finale** status prior to issuance of any certificates of occupancy
6. **Reclaimed water system:** (Section 06500)
 - Requires a Hydrostatic Pressure test
 - Requires a Purification test
 - Requires a reclaimed water certification from a professional engineer

7. **Sewer system:** (Section 07000)
 - Requires air and vacuum testing
 - Requires a mandrel test 30 days after installation (PVC)
 - Requires a sewer certification from a professional engineer
 - Silt fence is required when tying to existing sewer until new sewer system is accepted.

8. **Roadway: Public or Private:** (Section 03000)
 - Undercut areas must be inspected before fill operations begin
 - Curb/gutter forms/stringline, sidewalk forms inspected
 - All RCP visually inspected, catch basins and other related appurtenances inspected
 - Subgrade inspection: proof roll and/or testing including grade and depth inspection before placing base course
 - Base course inspection must be ready for proof roll and/or testing. Grade and depth checked, manhole and valve boxes encased. The inspection should not be called for unless the asphalt is going to be placed by the following day and all utilities have been installed.

9. **Process or starting the one-year Warranty Period:**
 - Requires a punch list inspection on utilities and improvements
 - Complete necessary repairs
 - Recorded easements and right of way as required
 - As-builts must be submitted
 - Fire hydrants have final status
 - Off-site improvements completed
 - Financial guarantee in place (if necessary – see section 8 of the Land Development Ordinance)
 - **All infrastructure must be under a one-year warranty period prior to the first Certificate of Occupancy being issued.**

10. **Process for Acceptance:**
 - Prior to the end of the warranty period (60 days) the owner will need to contact the inspector to set up a final punch list inspection.
 - Provided verification that all fees and any payments-in-lieu (if applicable) have been paid
 - Upon completion and acceptance of the end of the year warranty punch list, the project will be totally accepted
 - A letter of acceptance by Cary will be sent to the owner and the financial guarantee will be returned to the appropriate party.