Section 4
Inspection

4.1 General

CVWD provides on-site inspection of all approved CVWD service infrastructure including domestic water, wastewater (sanitation), non-potable water, irrigation/drainage and stormwater. The Inspection Division is part of the Engineering Department and all inspection is directed and coordinated by the Chief Inspector.

CVWD Inspectors ensure that construction of CVWD service infrastructure is in conformance with the drawings and specifications. The cost for inspection is borne by the developer. Figure 1 depicts the CVWD Development Project Review and Approval Process in flow chart form and includes the Inspection portion of the process.

During construction, any changes from the approved drawings and specifications must be approved by the Engineer of Record and the Engineering Department prior to implementation.

4.2 Materials Submittals

All materials to be used during construction shall be submitted to the Inspection Division for review and approval utilizing CVWD Materials Submittal Form (ENG_INS-002) which is located in Appendix G. This submittal must be made prior to the Preconstruction Conference.

4.3 Cash Deposit

The developer shall provide CVWD a Cash Deposit in an amount of $5,000 or 5% of the estimated construction costs (CVWD facilities), whichever is greater. The Cash Deposit must be received prior to the preconstruction meeting. The detailed requirements for the Cash Deposit are located in Appendix G.

4.4 Preconstruction Conference

After the material submittals are approved, the Cash Deposit is received and prior to starting work, the developer/contractor shall contact the Chief Inspector to schedule a mandatory preconstruction conference. At the preconstruction conference, the developer/contractor shall provide the following items:

1. City or County encroachment permit granted to CVWD for the installation, operation and maintenance of the proposed CVWD infrastructure

2. Inspection deposit (See current CVWD Fee Schedule) (Note: The estimated inspection fee is to be collected at or prior to the preconstruction meeting. Additionally, hourly inspection fee rates may vary when CVWD contracts with outside consulting firms for inspection services.)
3. Proof of Insurance (See Standard Agreement in Appendix B)

4. Proof of Contractor’s License

4.5 Field Inspection Procedures

After the pre-construction conference, contractors/developers are required to call in and schedule inspection of all construction activities one working day in advance between the hours of 3:30 pm to 4:30 pm. A CVWD inspector will visit the project and verify that the project is being constructed in conformance with the drawings and specifications.

4.6 Project Completions Steps

The following presents the process for bringing the project to various levels of completion.

4.6.1 Progress for Fire Service

The domestic water system may be progressed for fire service when the system has been disinfected and successfully passed CVWD’s pressure test and bacteriological screen. At this stage paving is not required (except required curb must be installed) and all Progress For Fire Service Checklist items must be complete. No water meters will be issued but hydrants will be activated and the system will be placed into service to provide fire protection only. See Appendix G for the Progress For Fire Service Checklist Items.

4.6.2 Progress for Service

The domestic water system may be progressed for service when it has been disinfected and successfully passed CVWD’s pressure test and bacteriological screen. Sanitation system and/or irrigation/drainage system may be progressed for service when the systems have successfully passed CVWD’s pressure test and video inspection. At this stage, base course paving is required and all Progress For Service Checklist items (exclusive of valve covers, manhole covers and meter lids) must be complete. In addition, the Water System Backup Facility Charge, and its Supplemental Water Supply Charge component and Sanitation Capacity Charge must be paid in full for all units in the approved phase upon the first meter request. Water meters and sewer lateral connections can be installed when the preceding items are satisfied. See Appendix G for the Progress For Service Checklist Items.

4.6.3 Project Completion and Acceptance

The Inspection Division will develop a punchlist within 90 days after the CVWD service infrastructure is Progressed For Service. These items typically include final asphalt, raising valve covers and manholes, etc. When all checklist items are complete, CVWD Inspectors will final the project utilizing CVWD Form ENG_INS-004 (see Appendix G). In addition, the developer shall prepare and file the Certificate of Completion and Final Acceptance with County. Once the preceding is complete, the remaining portions of the Development Project Review & Approval Process can be completed (see Section 1).