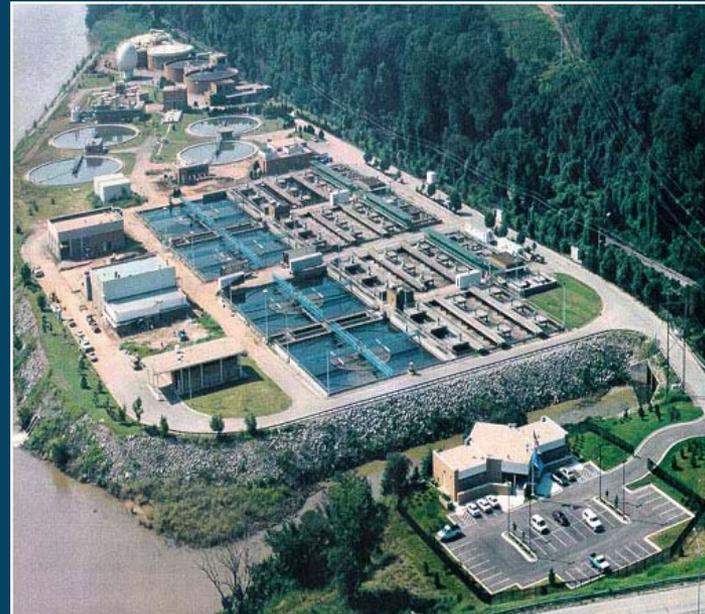


# *The Clean Water State Revolving Fund Program:*

## *Engineering Requirements*



# *Review and Approval of Engineering Report*

1. **Engineering report (refer to guides & forms). Should discuss, among other things:**
  - Alternatives with cost estimate of each and cost effective Present Worth Analysis
  - Advantages/Disadvantages
2. **Engineering report to be approved by OWRB & DEQ**

Revised: 12/20/06

OKLAHOMA FUNDING AGENCY COORDINATING TEAM

**Engineering and Environmental  
Guides and Forms**

for

**Water and Wastewater Projects**

ENDORSED BY:

OKLAHOMA WATER RESOURCES BOARD STAFF  
OKLAHOMA DEPARTMENT OF COMMERCE  
OKLAHOMA CITY AREA INDIAN HEALTH SERVICE  
USDA - RURAL DEVELOPMENT - OKLAHOMA  
OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

REVISED: December 20, 2006



[http://www.owrb.ok.gov/financing/pdf\\_fin/fact/guides.pdf](http://www.owrb.ok.gov/financing/pdf_fin/fact/guides.pdf)

# *Review and Approval of Construction Plans & Specifications*

- After approval of the Engineering Report, construction plans and specifications need to be submitted to OWRB and DEQ simultaneously for review and approval
- Construction Permit is issued by DEQ



# *Review and Approval of Draft Contract Bid Documents*

- **Advertisement for Bids**
- **Bid Bond**
- **Performance Bond**
- **Statutory Bond**
- **Maintenance Bond**
- **Business Relationship Affidavit**
- **Claim or Invoice Affidavit**
- **Agreement**
- **Notice of Award**
- **Insurance**
- **Notice to Proceed**

# *Review and Approval of Executed Contract Documents*

- **Bid Tabulations**
- **Executed Bonds & Insurance**
- **Notice of Award**
- **Revised Project Budget based on lowest and recommended bid**

# *Review and Approval of Full-time Inspector*

Inspection during construction is very important. Therefore, the inspector should be experienced

The inspector is, preferably, to be recommended by the Project Engineer and his resume to be submitted to OWRB for approval



# *Pre-Construction Conference*

- **OWRB engineer will attend the pre-construction conference with Owner, Engineer, Contractor and Inspector**
- **Notice to Proceed with construction is generally issued during the pre-construction conference**

# *OWRB Oversight During Construction*

- Monthly inspections by OWRB engineer
- Preparation of monthly inspection report
- Review and approval of any change orders
- Review and approval of payment requisitions



# *Project Completion*

1. **Project Final Inspection and punch list**
2. **Contractor to complete outstanding work items, if any**
3. **Owner to accept the project**
4. **Engineer to begin preparation of As-Built plans**
5. **Final payment submitted to OWRB**

# *Processing Final Payment Request*

The several documents required by OWRB to process the final payment are:

- Release of claimant certificate
- Certification of completion from the Owner
- Transmittal letter from Engineer to DEQ for As-Built plans
- Final change order, if any
- Certificate of completion from the engineer
- Certification for satisfactory test results from engineer

# *Questions*

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