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## MEMORANDUM

Date: August 4, 2004

From: John Bell, REM *Jbell*  
Executive Director of Public Services

Re: Policy and Procedures for City of Mobile Public Works Video Inspection of New Storm Sewer System Piping

It is the policy of the City of Mobile that a video inspection of storm sewer piping associated with new subdivision development will be completed by the Public Works Department, and that problems identified by the inspection will be corrected by the developer prior to acceptance of the subdivision for maintenance.

As soon as practicable after the storm sewer system has been completed and new street construction will allow for passage of the video truck, the project engineer (site designer) should contact the City Engineer's office in writing to request a video inspection. Although this may be accomplished at any time, ideally the inspection should be obtained while identified problems can be corrected without demolishing completed work. Prior to a request, the project engineer should make his own determination that pipes, manholes, junction boxes and inlets are free of trash, dirt and debris that may prevent passage of the camera through the system. Upon completion of the inspection, the City Engineer will review the video and notify the project engineer of any problems. The video records will be maintained on file in the City Engineer's office.

If the Public Works technicians are unable to complete their inspection due to a blockage, the crew will terminate their activities and notify the City Engineer that the system needs to be cleared. Once the project engineer determines that the system has been cleared, he may send written notice to the City Engineer that the blockage has been cleared with a request for completion of the inspection.

There will be no charge for the initial inspection, however, second and successive inspections will be charged to the developer at a rate of \$250 per hour beginning with the technicians' arrival on site. The City will not accept the subdivision for maintenance until all identified problems have been resolved, and payments due have been paid.