



Mildura Rural City Council

Practice Note

Purpose

This Practice Note aims to inform developers of the format and procedural matters relating to the supply of As Constructed plans at completion of works.

This practice note is not an exhaustive document that covers every requirement of the relevant processes and therefore further reference to the relevant legislation is recommended prior to the taking of any statutory actions.

Endorsed Plans

The layout and site dimensions of the proposed subdivision as shown on the endorsed plan(s) shall not be altered or modified without the written consent of the Responsible Authority. There are no requirements to alter or modify the endorsed plan if a plan is certified under the provisions of the Subdivision Act 1988 that is generally in accordance with the endorsed plans.

As-Constructed Drawings Developers/Contractors are to supply As Constructed plans at completion of works according to this practice note to the satisfaction of the responsible authority. As constructed plans should detail all design information and highlight any deviation from the approved design plans. This is to be prepared by a license surveyor or qualified engineer. Council requires “As Constructed” drawings to be provided as:

- AutoCAD with model space georeferenced on MGA Zone 54 and A1 size layout windows
- In PDF format with a separate sheet for each Layout.

As part of Practical Completion Process, the Contractor should provide constructed drawings in accordance with the following requirements, and showing:

- The works as constructed clearly marked
- The location and levels of all services within the limits of the work, clearly marked
- The location of all remaining survey control points including co-ordinate listing.
- All survey co-ordinates will accurately conform to MGA94 AHD.
- GPS Accuracy of PSM, TBM and PM.

❖ ‘As-constructed’ information shall be progressively documented during the **development work** and shall be provided to Council prior to statement of compliance in a neat and clean format.

❖ ‘As-constructed’ information shall be progressively documented during the work under the **Contract** and shall be provided to the Superintendent in a neat and clean format.

Additional information to be shown on plans to capture extents of construction work including **but not limited to:**

- Extents of all construction works including drainage lines and pits, roads, footpath, sub soil drainage, line marking, redundant asset removals/grouting etc.
- Point data including eastings, northings and elevation height for new pipe and pit installations; Top of pit, invert of pipes, pipe material and length.
- A pit schedule detailing: Pit number, Pit type, Internal dimension of pits, Inlet and outlet levels, Pipe sizes, Finished top of pit level, Depth of pit, Pit lid details, and Comments specific to pit.
- Eastings, northings & height details of the PM(s) used to calibrated the survey
- The expected accuracy of the survey results
- Note extents of soft subgrade repair works with description of repairs – such as “Further 300mm depth excavated, installation of geofabric/geogrid composite and class 3 limestone pavement material”
- Name of any roads



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- North point
- Name and Company of surveyor

Each drawing shall be marked 'AS-CONSTRUCTED', dated and signed off by a licensed surveyor or qualified Engineer. Specific requirements for as-constructed drawings and records may be included in other sections of the planning permit, contract, or associated documentation. The Contractor shall provide 'as-constructed' drawing information as follows:

PDF format drawings shall meet the following requirements:

- Be compliant with PDF/A1 as per ISO 19005 (although PDF1.5 is acceptable)
- Files should NOT be locked or password protected in any way
- Files should be produced from originals by scanning in colour at a minimum resolution of 300 dots per inch
- Files should be named as per their Drawing and revision number.

If submitted via CD ROM, DVD or USB

- Be compliant with ISO 9660;
- Include a Table of Contents (full index of all drawings) file detailing the content of the disc; and
- Be labelled with the Contractor's Name, Contract Number, Project Name and Description, Road Name and Section, date and description of content.

CAD format drawings shall meet the following requirements:

- Must include all alterations from design plans, as noted on hard copy plans
- Files should NOT be locked or password protected in any way
- Files should be compatible with AutoCAD 2018 version.