

REQUIREMENTS FOR CONSULTING ENGINEERS PREPARING EXECUTIVE ORDER PLANS FOR PUBLIC FACILITIES

1. Prior to beginning plan preparation, the Consulting Engineer shall meet with a representative of the City Engineer's Office to determine the extent of the improvements required. The extent of the improvements required in Executive Order construction shall be the same as those that would be required by the City if the improvements were being constructed under the authority of an assessment district.
2. It will be the responsibility of the Consulting Engineer to furnish any special provisions that are needed for the construction of any items not covered by the Standard Specifications.
3. Prior to plan preparation, the Consulting Engineer will obtain the preliminary survey information normally required by the city for design purposes. If the improvements are to be installed in a new subdivision, the preliminary surveys shall not be obtained until the subdivision has been staked in accordance with the Land Subdivision Ordinance. The information obtained shall include but not be limited to existing centerline profiles and any cross sections needed to calculate earth work quantities. All preliminary surveys will be recorded and furnished to the City of Lincoln and will become the property of the City of Lincoln at the time of final approval of the plans.
4. It will be the responsibility of the Consulting Engineer to evaluate the effects of the proposed construction on adjacent property and identify and describe any needed Right of Way, Permanent easements and/or Temporary easements.
5. All plans prepared by the Consulting Engineer are to conform to the City of Lincoln's design standards. In addition to providing preliminary survey information, the Consulting Engineer

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will be required to submit copies of any profiles, cross sections, drainage studies, inlet computations, etc. needed to develop construction plans

6. It will be the responsibility of the Consulting Engineer to notify the utility companies listed on “Contacts for Preliminary Utility Requests” maintained on Lincoln.ne.gov (GPP website)- Including but not limited to Windstream, Lincoln Electric System, and Aquila of the proposed construction. Copies of this notification will also be sent to the City Engineer's Office.
7. The Consulting Engineer will be required to certify on the plans that the plans meet the design standards of the City of Lincoln and that the planned improvements satisfy the conditions of acceptance of the preliminary and/or final plat, or the resolution approving the special permit, if applicable.
8. Plans prepared by the Consulting Engineer will be cursorily reviewed by the Departments of Public Works and Utilities, and the Consulting Engineer will be notified of any required changes. All changes required will be the responsibility of the Consulting Engineer.
9. If, during the course of construction, problems arise due to design errors in the plans, all construction affected by these errors will be halted until the errors have been corrected by the Consulting Engineer.
10. The original tracing of all plans prepared for the installation of City-owned improvements will be given to the City for their official records at the time of final approval of the plans.