



JEA AS-BUILT OR RECORD DRAWING SUBMITTAL TRANSMITTAL
Water/Wastewater/Reclaimed Water/Chilled Water pipelines and Pump Stations

To:
From:
Phone: E-mail:
Company Name:
Company Address:
Date of Submittal:
Signature of Submitter
Verifying Compliance:

Project Name:
Project Type:
Project Purpose:
JEA Availability Number:
JEA Project Manager:

Engineering Firm:
Engineering Contact:
Engineers Phone:
Engineers E-mail:

Contracting Co.:
Contractor Contact:
Contractor Phone:
Contractor E-Mail:

Surveying Co.:
Surveyor Contact:
Surveyors Phone:
Surveyors E-mail:
JEA O&M representative:

- Attached:
Water As-Builts - Paper Copy & Electronic, Water Data Tables Electronic
Wastewater As-Builts - Paper Copy & Electronic, Wastewater Data Tables Electronic
Reclaimed Water As-Builts - Paper Copy & Electronic, Reclaimed Data Tables Electronic
Chilled Water As-Builts - Paper Copy & Electronic, Water Data Tables Electronic
As-Built Submittal Checklist filled out by Engineer, Contractor or Surveyor
As-Built Submittal Checklist filled out by JEA Project Manager

JEA AS-BUILT OR RECORD DRAWING SUBMITTAL REQUIREMENTS CHECK LIST

Per JEA Water and Wastewater Standards Manual Section 501

Initial next to each requirement verifying compliance

GENERAL REQUIREMENTS

- _____ Separate As-Builts or record drawings for water, wastewater, reclaimed water and chilled water
- _____ On each page of as-built, certification filled out, signed, sealed and dated by surveyor/mapper
- _____ On each page of as-built, certification filled out, signed and dated by contractor
- _____ On each page of record drawing, certification filled out, signed and dated by JEA project manager
- _____ Old lines not built as per design deleted and redrawn as constructed
- _____ Notes and elevations not struck through, but changed
- _____ "AS-BUILT" or "RECORD DRAWING" labeled in 1" letters on each page
- _____ Sheets are 24" x 36" in size
- _____ Includes all changes by Addendum or Change Order or SWA (Supplemental Work Allowance)
- _____ As-Built Includes datum & reference to state plane coordinates (Florida East Zone NAD 83, NAVD 88)
- _____ Vicinity map on cover page
- _____ Street names on all streets
- _____ North Arrow on each page
- _____ Graphic Scale on each page
- _____ Availability number and/or JEA Capital Project number on each page
- _____ JEA easements labeled as such, including RE number and Official Records Book and Page (OR #).
- _____ Title page includes JEA Availability Number and/or JEA Oracle Project Numbers
- _____ Date of utility installation completion on each page
- _____ Ownership transition point between JEA and Private system clearly designated on the as-built drawing.
- _____ Master Plan showing phasing for the entire development
- _____ Match lines shown for continuation to other sheets
- _____ Private utilities installed as part of this project shown

POTABLE WATER SYSTEMS

WATER MAINS

Elevations on the main and finished grade shown at:

- Points of connection to the existing system
- Points of crossing over or under wastewater mains or storm drains
- At maximum of 100 ft. intervals
- Where less than 30 inches or greater than 48 inches of cover is provided
- Main stub outs

Each water main section between fittings/valves is shown with pipe size, pipe material and pipe pressure class called out with a leader line pointing to the applicable main (exceptions noted for extended pipe run)

Pipe size and type indicated on service lateral piping

Beginning and end points of horizontal directional drills located by professional surveyor

HDD (Horizontal directional drill) bore log included showing:

- Bore in plan and profile view
- Bore log on 24" x 36" sheets
- Certified by HDD contractor
- Horizontal and vertical location data at 25 ft. intervals (max)

WATER FITTINGS

Each fitting shows a call out designating fitting number, fitting type (45, tee, etc.) and size with leader pointing to the installed fitting.

Table included with data for each fitting:

- Fitting Number
- Subtype = Fitting Type (see data table file for subtypes)
- Facility Owner (JEA or PRIVATE)
- Fitting Size Primary (Inches)
- Fitting Size Secondary (Inches)
- Fitting Type
- Manufacturer
- Fitting Material (DIMJ, PVC or HDPE)
- Lining Material
- Fitting Top Elevation (feet)
- Final Grade Elevation (feet)
- Fitting Depth (feet)
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

WATER VALVES

Each valve shows a call out designating valve number, valve type, and valve size with leader pointing to the installed valve.

Table included with data for each valve:

- Valve Number (WV, WWV, RV, CV)
- Valve Subtype = Valve, ARV, Backflow, Hydrant
- (See data table file for subtypes)
- Valve Type
- Facility Owner (JEA or PRIVATE)
- Valve Size
- Valve Open Direction (left/right)
- Valve number of turns required to open the valve
- Valve Depth to Operating Nut
- Final Grade Elevation (feet)
- Valve Depth to Nut (feet)
- Valve Manufacturer
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude
- RFID/Barcode Number (future)

WATER HYDRANTS

Each hydrant shows a call out designating hydrant number with leader pointing to the installed hydrant.

Table included with data for each hydrant:

- Hydrant Number (WH, RH)
- Hydrant Subtype = Hydrant
- Facility Owner (JEA or PRIVATE)
- Hydrant Manufacture Date (year)
- Hydrant Manufacturer
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude
- RFID/Barcode Number (future)

WATER METER BOXES

_____ Each meter box shows a call out designating meter box number with leader pointing to the installed box.

_____ Location of meter boxes indicated and referenced to property lines (not necessary for 2 inch or less residential meters located as per standards).

_____ Table included with data for each water meter box:

- Meter Box Number
- Service Type (Water or Reclaimed Water)
- Meter Subtype = Minor Meter (<2"), Major Meter
- Facility Owner (JEA or PRIVATE)
- Meter box manufacturer
- Meter Box Material
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

WATER LOCATE WIRE BOXES

_____ Each locate wire box shows a call out designating locate wire box number with leader pointing to the installed box

_____ Table included with data for each locate wire box:

- Locate Wire Box Number (WLW-,)
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

WASTEWATER SYSTEMS

GRAVITY MAINS

_____ Elevations on the main and finished grade shown at:

- Points of connection to the existing system
- Points of crossing over or under water mains
- Lateral (service) end points
- Main stub outs

_____ Vertical separation called out at crossings with water mains

_____ Plan and profile drawings provided showing pipe and manholes

_____ Each gravity wastewater main section between manholes is shown with pipe size, pipe material, pipe pressure class and slope called out with a leader line pointing to the applicable main.

_____ Pipe type and size and finished grade elevations on service lateral piping shown.

_____ The location of the service point for each lateral located from the side property line or by station and offset.

_____ Table included with data for each gravity main:

- Sewer Pipe Run Number
- Sewer Pipe Subtype = Collection, Trunk
- Facility Owner (JEA or PRIVATE)
- Pipe Size (Inches)
- Pipe Class (SDR26, etc)
- Pipe Material (PVC, etc.)
- Pipe Manufacturer
- Pipe Length (feet)
- Downstream Pipe Invert Elevation (feet)
- Downstream Grade Elevation at Invert (feet)
- Upstream Pipe Invert Elevation (feet)
- Upstream Grade Elevation at Invert (feet)
- Slope (ft/ft)

GRAVITY FITTINGS

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_____ Table included with data for each fitting:

- Fitting Number
- Subtype = Fitting Type (see data table file for subtypes)
- Facility Owner (JEA or PRIVATE)
- Fitting Size Primary (Inches)
- Fitting Size Reducer (Inches)
- Manufacturer
- Fitting Material (DI, PVC or HDPE)
- Lining Material
- Fitting Top Elevation (feet)
- Final Grade Elevation (feet)
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

MANHOLES & CLEANOUTS

_____ Elevations of inverts and north rim of top of manhole covers shown for all manholes at the manhole

_____ Manholes and cleanouts labeled with number at manhole/cleanout

_____ Table with the following data for each manhole:

- Manhole Number
- Manhole Subtype = Collection, Force main, Low Pressure, Trunk
(See data file for subtypes)
- Facility Owner (JEA or PRIVATE)
- Manhole Type (A through J)
- Manhole Drop Type (Inside or Outside)
- Manufacturer/Supplier
- Manhole Size (feet)
- Manhole Material
- Manhole Lining Material
- Manhole Lining Manufacturer
- Rim Elevation (feet)
- Invert Elevations (feet) with Directions
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude
- Exterior Joint Tape Type & Manufacturer
- RFID/Barcode Number (future)

WASTEWATER SERVICE POINTS

_____ Each service point (sewer lateral end point) shows a call out designating service point number with leader pointing to the service point.

_____ Table included with data for each wastewater service point:

- Wastewater Service Point Number
- Wastewater Service Point Subtype = Customer point, Major Meter
(See data table file for subtypes)
- Finished Grade Elevation (feet)
- Top of Pipe Elevation (feet)
- Depth of Cover (feet)
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

WASTEWATER FORCE MAINS

_____ Elevations on the main and finished grade shown at:

- Points of connection to the existing system
- Points of crossing over or under water mains
- At maximum of 100 ft. intervals
- Where less than 30 inches or greater than 48 inches of cover is provided.
- Main stub-outs

_____ Each force main section between fittings/valves is shown with pipe size, pipe material and pipe pressure class called out with a leader line pointing to the applicable main (exceptions noted for extended pipe run)

Beginning and end points of HDD (horizontal directional drills) located by professional surveyor

_____ HDD bore log included showing:

- Bore in plan and profile view
- Bore log on 24" x 36" sheets
- Certified by HDD contractor
- Horizontal and vertical location data continuous or at no more than 25 ft. intervals

FORCE MAIN FITTINGS

_____ Each fitting shows a call out designating fitting number, fitting type (45, tee, etc.) and size with leader pointing to the installed fitting.

_____ Table included with data for each fitting:

- Fitting Number
- Subtype = Fitting Type (see data table file for subtypes)
- Facility Owner (JEA or PRIVATE)
- Fitting Size Primary (Inches)
- Fitting Size Reducer (Inches)
- Manufacturer
- Fitting Material (DI, PVC or HDPE)
- Lining Material
- Fitting Top Elevation (feet)
- Final Grade Elevation (feet)
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude

WASTEWATER VALVES

_____ Each valve shows a call out designating valve number, valve type, and valve size with leader pointing to the installed valve.

_____ Table included with data for each valve:

- Valve Number (WV, WWV, RV, CV)
- Valve Subtype = Valve, ARV, Backflow, Hydrant
(See data table file for subtypes)
- Valve Type
- Facility Owner (JEA or PRIVATE)
- Valve Size
- Valve Open Direction (left/right)
- Valve number of turns required to open the valve
- Valve Depth to Operating Nut
- Final Grade Elevation (feet)
- Valve Depth to Nut (feet)
- Valve Manufacturer
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude
- RFID/Barcode Number (future)

WASTEWATER LOCATE WIRE BOXES

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WASTEWATER PUMPING STATIONS

_____ Pump Station sheet is digital (not scanned and marked up) and legible when zoomed in.

_____ All As-Built changes are marked with AB and clouded. Corrected in AUTOCAD file, not crossed out with the new numbers.

_____ All pump station data/information is included on first sheet and the station layout with measurements, elevations and GPS coordinates on second sheet.

_____ All utilities within the pump station site are located relative to property lines.

_____ Elevations (*and GPS coordinates) indicated at:

- Invert(s)
- Wet well Top (rim elevation) *
- Wet well bottom
- Concrete slab station corners
- Underground piping, valves* and fittings*

_____ Measurements of panels & equipment relative to the concrete edges of station at:

- Control Panel Rack
- Power Distribution Rack
- Demarcation Box(s)
- Flow Meter Panel

_____ Above and below ground piping

_____ Wet Well shown and dimensioned from property lines

_____ Generator/Pony pump shown and information filled out

_____ Driveway shown and dimensioned from property lines

_____ All materials, sizes of lines and fittings associated with pump station are indicated on drawings.

_____ All buried electrical conduit labeled and located, including electrical service from utility transformer to station meter and to control panel.

_____ Pump information has been checked for completeness and accuracy

_____ MCC Panel chart is filled out.

_____ Schedule of elevation chart is filled out entirely.

_____ Station physical address is indicated in Pump Station Information box.

_____ Privately owned pump stations will provide pump model info for modeling purposes.

RECLAIMED WATER SYSTEMS

RECLAIMED WATER MAINS

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- Points of connection to the existing system
- Points of crossing over or under wastewater mains or storm drains
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- Main stub-outs

_____ Each reclaimed water main section between fittings/valves is shown with pipe size, pipe material and pipe pressure class called out with a leader line pointing to the applicable main (exceptions noted for extended pipe run)

_____ Pipe size and type indicated on service lateral piping

_____ Location of meter boxes indicated and referenced to property lines (not necessary for 2 inch or less residential meters located as per standards).

_____ Beginning and end points of horizontal directional drills located by professional surveyor

_____ HDD (Horizontal directional drill) bore log included showing:

- Bore in plan and profile view
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- Certified by HDD contractor
- Horizontal and vertical location data at 25 ft. intervals (max)

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- Facility Owner (JEA or PRIVATE)
- Fitting Size Primary (Inches)
- Fitting Size Reducer (Inches)
- Manufacturer
- Fitting Material (DI, PVC or HDPE)
- Lining Material
- Fitting Top Elevation (feet)
- Final Grade Elevation (feet)
- State Plane Northing, X Coord
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(See data table file for subtypes)
- Valve Type
- Facility Owner (JEA or PRIVATE)
- Valve Size
- Valve Open Direction (left/right)
- Valve number of turns required to open the valve
- Operating Nut Elevation (feet)
- Final Grade Elevation (feet)
- Depth to Op Nut (feet)
- Current Status (Open/Closed)
- Valve Manufacturer
- State Plane Northing, X Coord
- State Plane Easting, Y Coord
- Latitude
- Longitude
- RFID/Barcode Number (future)

RECLAIMED WATER HYDRANTS

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RECLAIMED WATER METER BOXES

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RECLAIMED WATER LOCATE WIRE BOXES

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- Longitude