

Early Release of Construction Agreement (AGR)

Where a site is required to produce an E-plan, various permits (Final Site Compliance Plan, Building Plan, etc.) will not be issued until the Construction Agreement "AGR" has been signed. The normal process requires a signed E-plan to approve the AGR. In order to allow for the developer to proceed with site work when the E-plan is substantially complete, an allowance may be made for early approval of the AGR.

Process:

1. A set of E- plans has been submitted and fully reviewed at least once after the project scope has been issued by the Division of Traffic Management.
 - a. Remaining comments on the plans must be very minor and have minimal effect on plan quantities.
 - b. All scope of work issues are resolved and there are no disputes on the scope of work to be performed.
 - c. All proposed work shown on the plan is in the R/W or on property under the control of the developer. There shall not be a need for easements or right of way from other parcels that have not yet been obtained.
 - d. Future changes to the plans would have no expected changes to the limits of the R/W and/or easements to be conveyed.
 - e. Future changes do not risk direct compliance to standards. Meaning an unresolved issue does not potentially require a design exception.
 - f. Plan quantities are accurate and there are no feasibility issues with the plans. All expected changes on the next submission would be very minor.
 - g. Plan comments are not expected to change construction costs by more than 20%.
 - h. The plan reviewer will estimate the accuracy of quantities and potential changes and recommend a contingency when necessary. (Normally ranging from 10% to 20%)
 - i. The plan reviewer will look at comments from other departments for items that could substantially change the quantities or layout.
2. When the Developer/Consultant submits a plan that complies with the above, an email request may be made to the Chief Plans Official (Andy Beard) for early AGR approval at the time of submission. The plan reviewer will review the submittal with this request in mind.

3. At the end of the review period, The DPS plan reviewer will make a recommendation to the Department of Public Service (DPS) Design Section Manager if the plan is close to completion and meets the intent of this policy.
4. If the Design Section Manager concurs, the Design Section Manager will send an email to the Construction Inspection Coordinator (Bill Warner), the Chief Plans Official (Andy Beard), and the Consultant/Developer, copying plan review staff. If an additional contingency is required, it will be indicated on this email, otherwise no additional contingency is needed.
5. Construction Inspection Coordinator will start the AGR process.