



2019-May-17

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**To City of Nanaimo Users - Holders of the City of Nanaimo's
Manual of Engineering Standards & Specifications:**

***RE: Manual of Engineering Standards and Specifications (MoESS)
Review Package - Proposed Revisions for the November 2019 Edition***

PLEASE NOTE YOUR ACTION IS REQUIRED BY: FRIDAY, JUNE 7th, 2019

The City of Nanaimo's Manual of Engineering Standards and Specifications (MoESS) is undergoing a partial proposed revision.

The Review Package has been completed and contains the proposed revisions to the Manual of Engineering Standards and Specifications (MoESS) and is ready for the Review.

This Review of the City's proposed MoESS No.12 allows an opportunity for all MoESS user groups to review the proposed changes and provide feedback prior to the completion of the document.

ACTION REQUIRED

The review period ends **FRIDAY, JUNE 7th, 2019**. Following this, the document will be finalized and formatted into the Final Draft, at which time it will proceed through the bylaw amendment process. The MoESS is Schedule 'A' of the Subdivision Control Bylaw 1989 No. 3260.

SUMMARY

Proposed revisions to the manual text are shown in the **bold**/~~strikethrough~~ format:

- Deleted text is shown in strikethrough.
- Proposed new text is shown in bold.

Proposed revisions to the standard drawings are shown in **red**.

The package is posted digitally on the City of Nanaimo website for all user groups to reference and review.

<https://www.nanaimo.ca/doing-business/doing-business-with-the-city/manual-of-engineering-standards-and-specifications>

The MoESS will have the following sections re-printed:

- Introduction
- Section 2.0 General Conditions
- Section 3.0 General Requirements
- Section 10.0 Roadway Lighting and Traffic Signals

The footer on these sections that represents the previous revision, November 2016, will be revised to read ‘November 2019 Edition’. This will represent the most current edition of the manual.

In addition, the manual text will continue to include the revision date in (***BOLD ITALICS***) at the end of the paragraph affected by the technical revision. This will represent the technical revisions that are amended to the MoESS for the No.12 Edition.

The standard drawings footer will be revised to read:

**Engineering Standards and Specifications
November 2019 Edition**

The timeline for the MoESS Edition No.12 – November 2019 is as follows:



For further details on the timeline see attached APPENDIX ‘A’ the MoESS Edition No.12 – November 2019 Schedule.

ADDITIONAL ITEMS & MOESS EDITION No.13

Request for changes received after March 1st, 2019 and those that pertained to the sections of the MoESS that are not mentioned above, have not been addressed in this revision, however, have been documented and tagged for a future revision.

MoESS No.13, May 2020 Edition will incorporate the following sectional reviews:

- Section 5.0 Water Distribution System incorporation of the Cross Connection Control Bylaw and Program with considerations to Section 14.0 Landscape Irrigation
- Section 6.0 Sanitary Sewer System
- Section 8.0 Curb, Sidewalks and Walkways
- Section 9.0 Streets, Traffic Signs and Markings
- Section 11.0 Reinforced and Plain Concrete

The timeline for the MoESS Edition No.13 is as follows:



Please contact me if you have any questions.

Sincerely,

Shawna Drinnan
Engineering Services Technologist

SD*jw

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APPENDIX ‘A’
MoESS Edition No.12 – November 2019 Schedule

Preparation of revision requests and sectional reviews	Nov 2016 - Mar 2019 Completed
Announcement of revision and start of prioritizing changes scope of work	January 31 th 2019 Completed
Revision requests submitted Prioritizing changes scope of work starts by Engineering Services	Mar 1 st 2019 Completed
Reline Incorporation of changes by Engineering starts	Mar 2019 - May 2019 Completed
Review Package - Review of the Package of MoESS Changes	May 17 th 2019 - June 7th 2019 Started
Preparation of incorporating revisions to Final Draft starts	June 10th 2019
Completion of Final Draft Revisions (deadline)	June 20th 2019
Information Report to Council	July 8th 2019
Staff Report to Council	July 22nd 2019
Fourth Reading to Amending Bylaw	August 26th 2019
Revision Implementation Date	November 18th 2019