

December 17, 2020

Dear Sir/Madam

## RE: CCTV INSPECTIONS – SUBMISSION FORMAT

Please be advised that the City of Nanaimo that the majority of submissions received since the issuance of the 13<sup>th</sup> edition of Manual of Engineering Standards & Specifications (MoESS) have been non-compliant. Contractors and Consultants are asked to review Paragraphs 6.64 & 6.67 in Section 6 - Sanitary Sewer System Section and 7.63 & 7.70 in Section 7 – Stormwater Management and note the following deliverables:

- (a) an HDSD 32 GB Class 10 regular card. Picture size: NTSC (REVISED MAY 2020) 640x480 pixels, aspect ratio 4:3, 29.97 frames per second @ 8 megabits per second capture rate. Individual MPEG4 video files shall not exceed 1.7 GB in size. (REVISED MAY 2020)
- (b) a Microsoft Access database CD of the Header and Observation codes as specified by City Engineer.
- (c) a pipe condition assessment paper report.

Submissions that are incomplete will be returned to the submitting Contractor and/or Consultant. Please note that final inspections and associated paperwork will be deferred until such time as the correct reports are submitted. Further, the Contractor and/or Consultant will be responsible for all costs related to remediation work completed prior to a compliant submission.

If you have any questions or comments regarding the above, please do not hesitate to contact me at (250) 758-5222.

Yours truly,



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