

**DIVISION 1 – GENERAL REQUIREMENTS**  
**SECTION 01 32 00 – CONSTRUCTION PROGRESS DOCUMENTATION**

**PART 1 - GENERAL**

**1.01 SUMMARY**

- A. Section Includes
  - 1. Audio/Video documentation

**1.02 QUALIFICATIONS**

- A. Required video documentation shall be performed by an independent third party firm actively engaged, experienced and knowledgeable in video recording existing conditions on utility projects. The Authority reserves the right to request sample work and investigate the qualifications of any firm chosen to perform this work.

**1.03 REQUIREMENTS**

- A. Video documentation shall comply with the following requirements:
  - 1. Photo documentation: At least 15 days prior to commencing site activities Contractor shall deliver photo documentation to the Engineer and PennDOT verifying the preconstruction condition of the project site.
  - 2. If photo documented conditions or locations are not discernible, complete or otherwise acceptable, the Engineer will either return the photo documentation to the Contractor for resubmission or will create its own photo documentation record and shall be reimbursed for the costs by the Contractor within 30 days after receipt of the invoice.
  - 3. The date of photo documentation shall be identified on each cartridge, reel, slide or print.

**1.04 SUBMITTALS**

- A. Submit three (3) copies of each video recording to the Authority.
- B. Submit one (1) copy of each video recording of to each interested party and regulatory agency (Township, PennDOT, DEP, etc.).

## **PART 2 - PRODUCTS**

### **2.01 EQUIPMENT REQUIREMENTS**

- A. Audio-Video color DVD format and having been manufactured by a recognized manufacturer (i.e. 3M, MAXELL, SONY, FUJI, TDK, OVC, etc.). No used DVD's or "seconds" shall be allowed.
- B. All video shall be in color and conform to NTSC standards. It shall contain no electrical breaks with color correctly balanced to white.
- C. All camera-produced video shall have a horizontal resolution of 300 lines minimum with a signal to noise ratio of 45db. All synchronizing signals encoded upon delivered DVD's will conform to EIA standard RS-170A.
- D. Video portion of DVD shall contain electronically superimposed details of: YEAR, MONTH, DAY, TIME (24 hour clock). PROJECT NAME shall also be electronically superimposed in upper portion of screen area. This shall appear on all video made at customer's location. An index map shall be provided.
- E. Audio will be recorded during field production and shall contain verbal information relevant to the conditions and items appearing on the video (i.e. identifications of place, conditions, etc.).

## **PART 3 - EXECUTION**

### **3.01 PROCEDURE**

- A. All Video to be done during periods of good visibility and not during periods of visible precipitation or while ground is covered by snow.
- B. Control direction of travel, panning rates, and zoom in-out rates in a manner that produces clarity of subject during playback.
- C. Include in outdoor Video coverage of driveways, sidewalks, curbs, ditches (to show drainage patterns), street (as full width as possible), landscaping, trees, shrubs, culverts, catch basins, retaining walls, headwalls, fences, visible utilities, and building exteriors within the zones of influence. Buildings should be identified both audibly and visibly when possible.
- D. Properly identify all Video (disks and cases) by disk number, date, locations and project name. Begin each tape with current date, project name and municipality.
- E. Supply a written index run sheet with a record of each disk contents and identifies locations, station numbers, line numbers, etc., referenced to time and date encoded on disk.

**END OF SECTION**

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