

VIDEO INSPECTION SCHEDULING FORM

City of Melbourne



Project Name		City Project No.	
Project Address			DATE RECEIVED
Contractor			
Contact			
Address			
City, State, Zip			
Phone			
Fax		Email	
Video Inspection Contractor			
Contact			
Address			
City, State, Zip			
Phone		Email	

Requested Date of Inspection	Requested Time of Inspection

Rules and Regulations

Contractor's Responsibility

1. Scheduling form must be completed and faxed to 321-608-5135 attention Wastewater Collection Department 48 hours prior to inspection.
2. Manhole channels must be completed prior to inspection.
3. Contractor must ensure video inspection contractor is on site and performing inspection within 1 hour of stated start time, or inspection will be rescheduled at no cost to the City.
4. Contractor is responsible to inform video inspection company of their requirements, as stated below, to perform inspection.
5. Failure to follow requirements as stated will result in rescheduling of inspection at no cost to the City.

Video Inspection Contractor Responsibility

1. Video inspection equipment must record in color on DVD and have narrative and caption capabilities showing all defects and shall incorporate City issue manhole ID number.
2. Inspection camera must be a pan and tilt camera with a depth meter or gage to measure depth of standing water in line. Depth gage increments must be verbally noted on the beginning of each video.
3. 20 gallons of fresh water must be dumped in each up-stream manhole prior to running the camera. Televising shall commence immediately after the 5-minute delay allowed for draining.
4. Failure to meet these requirements will result in a reschedule of inspection at no cost to the City.

Signature	X	Date	
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FOR CITY USE ONLY

TEST # _____ DATE OF TEST: _____ TIME: _____ AM / PM

PASS FAIL

If failure Reinspection Date: _____ Time: _____

TESTED BY: