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Approved:	TRT 5/21/12
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The purpose of this guideline is to provide general scope of work requirements when after-hours inspections are requested by the permittee, and to outline some of the reasons and conditions for such work. A 48-hour advanced written notice shall be provided to the Civil Inspector from the permittee when requesting to work after hours.

Customers:

Reasons for after-hours work:

- Not being permitted to restrict sidewalks or street travel lanes per the City of Phoenix Traffic Barricade Manual (TBM).

Note: Appeals to the TBM requirements may be made through the traffic operations inspector or by calling (602) 262-6235.

- Performing water main shutdowns near businesses such as hospitals or industrial operations that cannot be without water service during normal business hours.
- The contractor finds it more cost effective to extend the workday by working at night and weekends to complete their project sooner or to minimize the amount of workdays in the public right of way (ROW).

Guidelines:

- Extension of workday: Inspections scheduled up to two (2) hours before or after PDD inspection hours. Two (2) hour or \$300 minimum.
- Inspections scheduled more than 2 hours before or after PDD inspection hours or any time on Saturdays, Sundays, or Holidays. Three (3) hour or \$450 minimum.
- Fees for inspections are per City Code Chapter 9, Appendix A.2.
- An After-Hours Inspection Form, [TRT 00770](#), shall be filled out by the customer, signed and dated, and provided to the Inspector at the time of requesting after-hours inspections. Execution of this form is notice that payment is due, in full, immediately. Partial hours will be rounded up to the next whole hour.

For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.

- Working all night will often require an inspector shift change during the work.
- An inspector's presence is required for all work in ROW. Periodic approval of work may be needed in order to progress to the next step within the same shift. Also, if an accident were to occur, whether traffic related, broken utility line, noise complaint or other construction related item, having city staff present will ensure immediate contact with proper authorities for efficient remedy and provide witness and proper authorization for activities in ROW.

Payment Methods:

- Please have the permit number prior to payment.
- Pay by phone with a debit or credit card.
- PDD Cashier: 602-534-5934 or PDD Communications: 602-262-7811
- In person by cash, check, or credit card at PDD Payments and Submittals Counter, 2nd Floor.

Inspectors:

After-hours work is often the only time the contractor is allowed to perform their work. Inspectors should devote full attention to the job progress. Efficient use of time is a common goal and extra effort to obtain forward progress should be applied where possible.

If a change from the approved plan, specification or detail is requested by the contractor, and the inspector believes it is likely to be approved, then approval to proceed at the permittee's risk may be provided by issuance of an Inspector's Notice. The contractor's requested change is still at risk until formal approval of the change is granted.

Other times, inspectors may not be able to allow continuation until a correction is made, an engineering design has been clarified, or proper safety equipment has been obtained.