

## **PILOT PROGRAM FOR DEVELOPER ASSISTED NEW WATER SERVICE INSTALLATIONS FREQUENTLY ASKED QUESTIONS**

### **What is this pilot program?**

Beginning May 2, 2016, SPU is offering developer assisted new water service installations to help meet developer's schedules. Developers will be responsible for all right-of-way (ROW) permits, installation of traffic control, site preparation, and excavation/backfill. SPU crews will perform pipe work and bedding only.

You still have the option of using SPU to perform all work (minus the final restoration). Your project will be scheduled based on the existing work load.

### **Why is SPU doing this?**

Due to the high volume of development in the Seattle area, developers are experiencing longer wait times for new water services installations. This pilot program will allow greater flexibility and control of scheduling and reduce wait times.

### **How does this program work?**

SPU will install your water service within a 30-day window to meet the developer's schedule. The 30-day clock starts once the developer has notified SPU's Planning and Scheduling. For complete details on the developer's responsibility please refer to Contractor-supported water service installation agreement.

### **Who is eligible to use this program?**

All developers needing new water service are eligible for this program. You must hire a registered side sewer contractor (RSSC), have an issued Street Improvement Permit from SDOT, or appropriate City of Shoreline ROW permit. The RSSC must also sign a letter of authorization to work under SPU's 51J permit.

### **What cost savings will I receive for performing the work?**

- 2-inch and smaller services will receive a \$577 discount per trench/hole.
- 4-inch and larger services will receive a site specific (cost excludes site work costs).
- Retirements will receive:
  - \$460 for 3-inch and larger,
  - \$250 for 1.5-inch and 2-inch, and
  - \$220 for ¼ to 1-inch service.

### **What are my responsibilities?**

The developer will obtain all permits, purchase and deliver the vault, install traffic control per approved plan, perform saw cutting, perform site excavation, set vault, assist SPU's crews during installation, perform backfill, temporary and permanent restoration. A preconstruction site visit will be required with the Crew Chief to discuss site layout.

### **How do I get a SDOT Street Use permit (51J)?**

Apply for an SDOT Street Use permit from SDOT, 700 – 5<sup>th</sup> Ave., Suite 2300.  
For more information, contact (206) 684-5253 or [SDOTpermits@seattle.gov](mailto:SDOTpermits@seattle.gov) or visit [http://www.seattle.gov/transportation/stuse\\_permits.htm](http://www.seattle.gov/transportation/stuse_permits.htm)

### **How do I get a City of Shoreline permit?**

Apply for a Right of Way permit from the [City of Shoreline](#).

### **How do I start the 30 day time clock?**

To start the 30 day time clock, you must:

- Submit a [Water Service Application](#)
- Obtain an issued SDOT 51J permit (or City of Shoreline Right of Way Permit)
- Obtain an [SDOT letter of authorization](#)
- Obtain an approved site plan and traffic control plan as need (or provide your SIP/Utility Major Permit number)
- Submit a signed [contractor-supported water service installation agreement](#)
- Pay the invoice
- Two weeks after the invoice is paid, contact: **SPU Planning and Scheduling at: [SPU\\_Water\\_Taps@seattle.gov](mailto:SPU_Water_Taps@seattle.gov)** or call: **206-733-9475**. This starts the 30 day time clock.
- Prepare the site for installation within the 30-day window
- Purchase and set the vault for water services that are 4-inches and larger (after your initial visit with SPU's field crew chief

Once all the above is completed you must contact: **SPU Planning and Scheduling at: [SPU\\_Water\\_Taps@seattle.gov](mailto:SPU_Water_Taps@seattle.gov)** or you may call: **206-733-9475**.

### **Are there different excavation options depending on the water service size?**

For 2-inch and smaller services, SPU will use trenchless construction (moling). You will need to prepare the excavation of launching and receiving pits. In the event of that the mole does not penetrate the ground from Pit A to Pit B, you will need to open cut the trench to allow for service installation. The additional restoration responsibility will be your responsibility.

For 4-inch and larger services, an open trench cut is required. See Contractor-supported water service installation agreement for more information.

### **How do I coordinate the water service installation?**

Once you have notified Planning and Scheduling (see above contact info), SPU's Water Line of Business Crew Chief will contact you within 3-business days upon notification to start the 30-day clock.

**What if the site is not ready by the agreed upon date?**

Notify the SPU Crew Chief when you are excavating the site for the installation and retirements. The SPU Crew Chief will inspect the site to ensure it's ready. If the site is not ready, the installation of the water services will need to be rescheduled and may not be able to accommodate the 30-day timeframe.

**What are my shoring responsibilities?**

You must follow all State of Washington safety standards. Excavations exceeding 48-inches require shoring pursuant to [RCW 39.04.180](#). SPU crews will notify their Crew Chief and terminate work until the safety issue(s) have been resolved.

**Do all retirements have to be completed at the time of the service installation?**

Yes, the site must be ready for all new installations and retirements.

**What if a water main shutdown is required?**

The developer will coordinate with SPU Crew Chief, and the Crew Chief will manage, schedule and notify customers of the shutdown. This may impact the 30-day timeframe.

**If the location is on a metro trolley route, who is responsible for scheduling the deactivation?**

You are responsible for scheduling the deactivation with [King County](#).

**Important Links:**

- [Water Service Application](#)
- [Contractor-supported water service installation agreement \(pdf\)](#)
- [SDOT letter of authorization](#)
- [City of Seattle 2014 Standard Specifications and Plans](#)
- [CAM 2600, Street Use Permitting Requirements](#)
- City of Shoreline [2012 Engineering Development Manual](#)