

Project:

Date:

SECTION 1	Policies and Procedures - All Utility Improvements	Comments
	Provide appropriate EPD forms for utility extension.	
	Obtain Land Disturbance Permit and/or NPDES Permit as applicable.	
	Obtain Utility Encroachment Permit(s) for work on County Roads and State Roads and city roads where applicable.	
	Bonding/guarantee required prior to acceptance of infrastructure by County. (Bonding Companies Licensed in Georgia through the Insurance Commissioners Office with adequate capacity)	
1.01	SCOPE AND INTENT	apply to all water and sewer development and construction projects, both public and private, within the jurisdiction of Lowndes County..
1.04	VARIANCES	made by the Board of County Commissioners or its designee.
1.09	CONVEYANCE OF EXTENSION TO COUNTY UTILITY SYSTEM	The Developer shall construct and convey to the County, free and clear of all encumbrances and at no cost to the County, the extension to the County Utility System and the complete water and/or sewer system on the Developer's property. Developer shall submit to the County, engineering plans and specifications for the proposed extension prepared by the Developer's Engineer, which shall be approved in writing by the County prior to any construction work being done.
1.1	FEES	Fees shall be paid in full prior to receiving County approval of plans and specifications.
1.11	GRANT OF EASEMENT RIGHTS	Developer shall grant to County, its successors and assigns, the exclusive, perpetual right, privilege and easement to construct, reconstruct, operate, maintain, repair, replace, improve, alter, remove, relocate and inspect water transmission and distribution mains, sewage collection mains, sewage lift stations, water wells, water plants, sewage treatment plants, pipelines, lateral lines, valves, connections and appurtenant equipment over, across and under the strip of land wherein system lies on the Developer's property, together with the right of ingress and egress to each of the building sites on Developer's property which are to be served by the County Utility System.
		The County shall not be obligated to furnish any water or sewer service to any building which may be built on Developer's property to which it does not have access.
1.13	UNDERGROUND UTILITY	All extensions and additions to the County Utility System shall be performed by a Georgia Licensed Utility Contractor, or by the County's own work force.
1.16	TEST OF DEVELOPER'S SYSTEM	The County will not accept Developer's water and/or sewer system until new facilities have passed all pre-determined tests, including bacteriological tests for water systems, arranged by the Developer and witnessed by the County, or its representative, to determine whether the facilities are constructed in accordance with the approved engineering plans and specifications. Developer will pay all costs of locating leaks and their repairs deemed necessary by the County as a result of said tests.
1.17	CONDITIONS PRECEDENT TO	Prior to the County accepting the water and/or sewer systems, Developer shall comply with all terms of these Policies and Procedures and shall:
	1	Provide to the County releases of liens received by the Developer, or its agent, in connection with the construction of the facilities.
	2	Furnish the County with Record Drawings as specified in Article 1.36.
	3	Furnish, in form and substance acceptable to the County, all of the following relating to the facilities:
	a.	All permits and governmental approvals obtained by the Developer, its contractors and agents.
	b.	Certification by Developer's Engineer that the facilities have been constructed substantially in accordance with approved plans and specifications.
	c.	As-constructed drawings certified by the Developer's Engineer.
1.18	CONSTRUCTION UTILITY SERVICE	The County shall not provide water or sewer service for construction on an unmetered basis, and Developer agrees that all charges, including all minimum charges for water and sewer service, shall be paid from the date of meter installation in accordance with County's approved rate schedule.
1.22	NO PROHIBITION OF FURTHER EXTENSION	These Policies and Procedures shall not prohibit or prevent the County from extending the County Utility System in or to other areas to serve other Developers or customers, so long as extensions and the furnishing of services do not interfere with the furnishing of the services to the Developer's establishment.
1.23	FINAL ACCEPTANCE BY COUNTY	Final acceptance by the County of the completed water and/or sewer system shall occur at such time as Developer has met all of the terms and conditions of these Policies and Procedures, all engineering tests and evaluations have been completed and approved by the County, and water and/or sewer service (other than for construction purposes) is being provided by County Utility System for a minimum of one bona fide customer other than Developer, Developer's contractor or agent, for whom the County must operate and maintain Developer's extension to provide water and/or sewer utility service.

1.24	WARRANTY AND SECURITY	Developer shall deliver to the County an executed contract bond in form and substance satisfactory to the County in the amount of 100 percent of total cost of the water and/or sewer construction. The contract bond shall have as the surety thereon such surety company, acceptable to County, as is authorized to write bonds of such character and amount under the laws of the State of Georgia. The attorney-in-fact, or other officer who signs a contract bond for a surety company, must file with such bond a certified copy of his power of attorney authorizing him to do so. Subject to the approval of the County, the Developer may elect to deliver to the County a contract bond in compliance with all requirements herein and in a form acceptable to the County from the Developer's contractors as the principal with the Developer and the County as co-obligees. The contract bond shall remain in force for one year following the date of final acceptance by County. Should the Developer fail to make or commence timely repairs or replacements of any defects in the Developer's extension discovered or arising within said one year period	
1.25	DEVELOPER'S LIABILITY FOR DAMAGE	Developer shall be responsible for, and make any repairs or replacement required as the result of, any breakage, vandalism or other damage caused to his extension, including, without limitation, meter boxes and meters, until final acceptance by the County. After the final acceptance the Developer shall indemnify and hold County harmless from the cost of any repairs for any breakage or other damage to his extension from time of completion of Developer's extension until completion of all buildings and houses, roads, paving, drainage, and other construction on Developer's property necessary to complete the development. If, within 10 days of the receipt of County notice of such breakage or other damage, Developer fails to make timely repairs and corrections, the County shall have the option to make such repairs or replacements as Developer's cost.	
1.26	ALTERNATE WATER SOURCE	Developer shall not construct any well, pond, lake or source of water for the purposes of obtaining construction water, future domestic use, or fire protection without prior approval of the County. Any well constructed for lawn sprinkling and irrigation shall not be connected or cross-connected to domestic water supply.	
1.28	PERIOD OF CONSTRUCTION	Developer must begin construction of water and/or sewer facilities within 360 consecutive calendar days from the date of final County approval of drawings and specifications, and shall not cease for a continuing period of 360 consecutive calendar days or until final completion and acceptance of the constructed facilities, whichever is sooner. Should the Developer not strictly adhere to these time frames, then any obligations or duties of the County shall be null and void.	
1.29	MODIFICATION OF DEVELOPMENT PLANS	Should the Developer modify his development plans which would require greater water usage, greater fire flows, additional water facilities, greater sewage flows, or additional sewage facilities than the water and sewage service demands designed and approved under the engineering plans and specifications, then Developer shall enter into a new agreement with the County providing for the construction of such additional water and/or sewer facilities meeting all County and governmental design requirements and shall pay all additional contributions and fees as may be required.	
1.3	NOTICE OF CONNECTION TO COUNTY UTILITY SYSTEM	Developer shall deliver to the County written notice that he will be connecting the water or sewer facilities to the County utility water or sewer system no less than 24 hours prior to said connection to allow time for County inspection. If Developer fails to provide timely written notice, the County may require Developer to uncover and expose connection for inspection, at the sole cost of Developer.	
1.31	INTERRUPTION OF FACILITY OPERATIONS	The Developer shall provide the County with written notice at least five days prior to any proposed interruption in facility operations required by construction activity. (and more)	
1.32	CROSS CONNECTIONS	There shall be no cross connections between the County Utility System water system	
1.33	CONNECTION OF BUILDINGS	The Developer shall at his sole cost and expense connect the private property water pipes and the private property sewer pipes of each dwelling or other building constructed on Developer's property to the meters and sewer laterals of Developer's extension as reflected in plans and specifications approved by the County. Any water line which serves a sprinkler fire line must have a backflow prevention device installed on the downstream side of the water meter. The backflow prevention device and its installation shall be as approved by the County.	
1.36	RECORD		
	A.	Record Drawings shall be submitted in the following format:	
	1	Reproducible mylars,	
	2	Two sets of blue-line prints, and	
	3	Electronic format, AutoCAD Release 13 or later, on 3-1/2-inch disks.	
	B.	Record Drawings shall be reproducible, shall have a title block indicating that the drawings are Record Drawings, the name of the company preparing the Record Drawings, and the date the Record Drawings were prepared.	

	C.	Legibly mark drawings to record actual construction, including:	
	1	All Construction	
		a. Changes of dimension and detail.	
		b. Changes made by Requests for Information (RFI), field order, clarification memorandums or by change order.	
		c. Details not on original Drawings.	
	2	Underground Utilities	
		a. Horizontal and vertical locations of all exposed and underground utilities and appurtenances, both new facilities constructed and those utilities encountered, referenced to permanent surface improvements. This shall include, but not be limited to, all mains, valves, water service locations, sewer lateral locations, manholes, fittings, fire hydrants, piping arrangements, and electrical conduits within the completed facilities.	
		b. Location of and dimensions of roadways and parking areas, providing dimensions to back of curb when present.	
		c. The locations shall be referenced to at least two easily identifiable, permanent landmarks (e.g., power poles, valve markers, etc.) or benchmarks.	
		d. Depths of various elements of foundation in relation to finish first floor datum or top of wall.	
		e. Location of internal and buried utilities and appurtenances concealed in the construction, referenced to visible and accessible features of the structure.	
		f. For sewers, the Record Drawings shall include the horizontal angle and distance between manhole covers.	
		g. For force mains, the profile of the top of the pipe shall be provided. Elevations, not depths, shall be provided at a minimum 100-foot interval and at all bends, high points, low points, air valves, and where elevations are called out on the Drawings.	
	D.	Precision	
	1	Unless noted otherwise, Record Drawings shall provide horizontal dimensions, distances and coordinates to the nearest 0.1 foot.	
	2	Unless noted otherwise, Record Drawings shall provide elevations to the nearest 0.01 foot for all pertinent items constructed by the Contractor.	
	3	For gravity sewers, the Contractor shall employ a currently registered surveyor to prepare the Record Drawings from a post-construction, field run survey. The Record Drawings shall provide elevations to the nearest 0.01 foot for all manhole inverts, manhole frames and other pertinent items constructed by the Contractor. The Record Drawings shall provide dimensions, distances, and coordinates to the nearest 0.01 foot and horizontal angles to the nearest 10 seconds.	
END OF SECTION			