

# East Larimer County Water District

## FIRE PROTECTION IMPROVEMENT PROJECTS OUTLINE OF REVIEW AND CONSTRUCTION PROCESS

Effective: November, 2006

Revised: April, 2008

The following information details the process of submittal review, construction and final approval of Fire Protection Improvement Projects within the District. Fire Protection Improvement Projects are described as including fire line connections and/or fire hydrants.

### CONCEPTUAL REVIEW

The first step will be to contact the District to confirm that the subject project property is situated within the District's legal service area and that adequate fire flow capacity and main line size exists for the site of interest. Note that fire flow required for a project is dictated by the Poudre Fire Authority, not the District. If the District distribution system is capable of providing the required fire flow and pressure the property Owner may then proceed to the Review Process.

### REVIEW PROCESS

Applicant shall submit a plan to the District for the proposed Fire Protection Improvement Project **prepared by a professional engineer in a professional and legible format**. The District is capable of coordinating with the chosen professional engineer to provide the required base mapping for the project in hard copy or digital format to expedite the design process.

The completed plan shall then be submitted to the District for approval review in the form of one (1) set of blue line prints. Upon approval of the proposed design the District shall then sign the original master copy of the design plan as "Approved For Construction" and connection to the District distribution system. Upon completion of approval signing the Owner shall then provide the District with two (2) sets of blue line prints for use during the construction phase.

Note that the Owner may elect to utilize any licensed contractor to install the approved Fire Protection Improvements. However, connection to an existing District live distribution main shall be made only by a District approved contractor.

FIRE PROTECTION IMPROVEMENT PROJECT REVIEW  
Any project involving tap(s) for fire protection and/or fire line(s) only.  
FEE = \$100.00

### PRE-CONSTRUCTION MEETING

Prior to commencing construction the District shall meet with applicant's contractor at the District offices to review construction requirements and to answer any questions. Contractors must provide to the District proof of Workmen's Compensation and Liability insurance before the District will schedule a pre-construction meeting. Contractor shall work only from an approved set of construction plans to complete the subject work. Construction Phase and Plan Review Fees are also required prior to the pre-construction meeting. The fee schedule is as follows:

<b>CONSTRUCTION PHASE FEES</b>	
Construction Phase fees due prior to commencement of construction. Estimated <b>Field Inspection Fee*</b> as calculated below shall be deposited with ELCO in a non-interest bearing account. Field inspection time required by ELCO employees will be charged against the amount so deposited with ELCO. Upon completion of project, any surplus Field Inspection Fee deposit will be refunded to developer. Any Field Inspection Fee in excess of the deposit shall be invoiced to developer and must be paid in full prior to activation of water system improvements.	
City or State Road Access Permit - <b>Cost + \$45.00 Fee</b> County Road Access Permit - <b>Acquired by Contractor</b>	
FIRE PROTECTION - \$500 Base Charge (non-refundable) + Connection Fee(s) (non-refundable) = \$ _____ + <b>Field Inspection Fee*</b> of \$200.00 (partially refundable) = \$ _____	
<b>TOTAL FEE = \$ _____</b>	*Hourly rate schedule available
CONNECTION FEE -	
Up to 6" Tap - FEE = \$150.00	8" Tap - FEE = \$300.00
6" Tap - FEE = \$250.00	Over 8" - Fee to be calculated
<b>TOTAL CONSTRUCTION PHASE FEE = \$ _____</b>	

**PRELIMINARY APPROVAL**

Upon completion of the subject construction the Owner shall provide to the District one (1) set of blue line prints **prepared by a professional engineer** clearly marked "AS-BUILT" or "DRAWINGS OF RECORD" which accurately reflect the final installed location of all improvements involved. Any variance from the originally approved plan must be first coordinated with and agreed to by the District and ultimately documented in the record drawing. Upon receipt of the record drawing set the District shall complete a field inspection of the subject improvements for compliance with approved plan and record drawing. Any deficiencies noted during the field inspection will be forwarded to the Owner for correction. Upon successful completion of the field inspection process the improvements will be activated for service. A two (2) year warranty period shall commence on the project at this point. It shall be the Owner's responsibility to coordinate this warranty requirement with the chosen contractor prior to executing a contract for installation services.

At the end of the two year warranty period the improvements shall be accepted by the District for perpetual maintenance as detailed below. Be aware that the District will only be responsible for that portion of fire protection improvements as described in part 1.2b of Section 02645 of the ELCO Standard Specifications. *Note that fire hydrants may not be installed on private property.*

In the case of fire lines, the District will take responsibility for perpetual maintenance of the control valve installed at the main line connection only. The Owner shall be responsible for perpetual maintenance of the fire service line from the control valve to its termination within the subject property.

The District shall notify the Poudre Fire Authority of any Preliminary Approval of fire protection improvements.

**FINAL APPROVAL**

At the end of the two (2) year warranty period the District will schedule a field inspection of the improvements to assure that they are still in good working order. Any deficiencies noted during the field inspection will be forwarded to the Owner for correction. When all is in order, a Final Approval notice will be mailed to the Owner. Upon said Final Approval perpetual maintenance of the subject improvements shall become the sole responsibility of the District.

The District shall notify the Poudre Fire Authority of any Final Approval of fire protection improvements.