

EXHIBIT "A"
PROJECT DOCUMENTATION

A. SERVICE AVAILABILITY

1. Property Questionnaire.
2. Boundary survey of property.
3. Site plan.
4. Fee simple titleholder authorization letter

B. PRIOR TO PLAN REVIEW

1. Documents are not required to be signed and sealed at this time.
2. Preliminary plat with dedication sheet (2 sets).
3. Landscape plans (2 sets) utility easements and water and sewer facilities must be shown.
4. Fire Marshall approval (1 set) including desired fire flow rate must be shown.
5. Fire flow calculations.
- 6 Construction Drawings:
 - a. Paving and Drainage (2 sets).
 - b. Water and Wastewater (2 sets).
7. Plumbing, mechanical & HVAC plans for multi-story buildings and non-residential buildings.
8. F.D.E.P. Permit Applications - Water and Wastewater (2 each).
9. Topographical survey of property.
10. Utility Plan

C. FINAL PLAN SUBMITTAL FOR SUA FILES (All documents shall be fully executed, signed and sealed. Number of sets noted below reflects number of sets which will be retained by SUA. Additional sets required for permitting).

1. Water and Wastewater Permit Applications - (1 each).
2. Paving and Drainage Plans (1 set)
3. Water and Wastewater Plans (3 sets)
4. Proposed plat with dedication sheet (1 each).
5. Off site easements and Title Insurance Commitment or Title Insurance Policy.

6. Provide survey of existing facilities (above & below ground) within the parameters of the project including but not limited to water, sewer, drainage, electric, telephone, cable, etc.
7. Developers Agreement and associated items.
8. Landscape plans with municipal approval (2 sets).

D. PRIOR TO PRECONSTRUCTION MEETING (see Exhibit ""B" for detailed description of requirements)

1. Road permit(s).
2. Contractor's licenses.
3. Water and Wastewater system Permits.
4. Shop Drawings and Shop Specifications

E. FINAL DOCUMENTATION

1. Reproducible mylar of recorded plat and a digital copy of the plat rotated and translated to State plane coordinates NAD 83, Florida east zone in a DWG and PDF format.
2. Request for Release - Water System with Bacteriological Results (2 sets of originals) less than 30 days from first sample, including two sets of record drawings highlighting all sample points.
3. Certification of Completion (2 sets) - Wastewater System.
4. Two sets record drawings prints signed and sealed by PLS (see Exhibit ""E").
5. Notarized Bill of Sale.
6. On-site easements including title insurance policy.
7. Other documentation as may be pertinent to the particular project such as sign off on road permits, pump station start up reports and Encroachment Agreements.
8. Exfiltration test results from EOR.

F. PRIOR TO CONSTRUCTION METER BEING SET

1. Release for service by Health Department
2. Receipt of final documentation items number 2, 4 and 7 listed in Section E above.
3. Inspection of water and sewer system.
4. Submittal of construction meter application.

G. PRIOR TO PERMANENT METER BEING SET OR SEWER SERVICE PROVIDED

1. Completion of all items listed above in Sections D and E.
2. Inspection of water and sewer system to verify punch list items were properly corrected.
3. Inspection of sewer lateral tie in and backflow preventer installation.
4. Submittal of meter application and payment of required fees.
5. Reproducible Mylar of record drawings.
6. DWG and PDF file of Record Drawing

H. PROJECT CLOSEOUT

1. Inspection of concrete collars on sewer cleanouts and meter set.
2. Final inspection of water and sewer system after the last lift of asphalt is installed.
3. Once all the above have been completed then service approval will be released to the appropriate building department.

Project Documentation Residential Sewer System Connections
to Seacoast Utility Authority Low Pressure Force Mains

1. Initial Submittal:

- Property Questionnaire.
- \$375.00 Administration Fee
- Boundary Survey of Property
- 2 copies of a Site Plan showing property lines, easements, force main and other utilities, driveways, landscaping, water meter or well and service lines, irrigation well, drainage including roof runoff, gutters and downspouts, other significant topographical features, and proposed locations of grinder pump station, piping, control panel, disconnect switch, hose bib with approved backflow preventer, A-D Backflow.
- \$1,200.00 Connection Fee.

2. Prior to Preconstruction Meeting:

- Address comments, if any, from initial plan submittal
- Shop Drawings (4 copies) of grinder pump station and other materials.
- SUA Exhibit "E" - Contractor Verification with copy of Contractor's License
- Executed Sewer Service Agreement

3. Field Preconstruction Meeting

4. Inspections:

- On-site materials inspection including wet well prior to excavation.
- After lift station is set (prior to backfill).
- Lateral connection to wet well.
- Connection to SUA force main.
- Force main pressure test.
- Tracer wire continuity test.
- Lift Station Start-Up including generator test.
- Backflow Preventer Installation

5. Final Documentation:

- Start-Up Report
- Site Plan marked up to show as-built conditions
- Copy of Maintenance/Service Agreement

6. Final Inspection & Acceptance by SUA

- After complete restoration
- Place grinder pump station into service