

SECTION I - GENERAL

A. INTRODUCTION

The Seacoast Utility Authority (Authority) Board has adopted these specifications, requirements and administrative protocol so that facilities dedicated to the utility are of a quality which will minimize future maintenance and replacement costs. In so doing, new facilities accepted by Authority will not burden existing customers due to premature failure. Additionally, the procedures contained herein provide a detailed description of the utility's administrative requirements. This allows projects to be completed as expediently as possible and permits the utility's staff to treat all new projects/customers in a uniform and non-discriminatory manner.

It is imperative that all developers or their representatives desiring to connect to Authority's water, sewer or reclaimed systems familiarize themselves with these specifications and procedures. Prior to beginning any design work on a project, the designated Engineer of Record (EOR) must arrange a pre-engineering meeting with Authority staff to determine feasibility, master plan ramifications and any other special project requirements which would not be covered in these general specifications and procedures. Construction plans prepared without regard to Authority's requirements will not be accepted for review.

The requirements presented in this document represent the minimum standards necessary to assure the uniformity and quality of construction of potable water mains, fire lines, gravity collection systems, force mains, lift station, reclaimed water facilities and any appurtenances associated with the same, which fall within the service area of the Authority. These specifications shall be binding in all cases where facilities are being constructed, or which will be constructed, shall be owned and/or maintained by Authority, or any construction which will be or may be directly affecting facilities owned and/or maintained by the Authority. All gravity sewer systems connecting directly or indirectly to Authority's collection system shall be bound by these specifications, regardless of ownership.

Any planned deviation from these specifications shall be clearly identified in the plans as such and shall be separately submitted for approval. General approval of plans and specifications for permitting purposes by this utility shall not be construed as an acceptance of any violations of, or diversion from, these specifications.

These specifications are binding as a minimum standard; however the Authority reserves the right to require a more stringent standard be met when unusual circumstances or conditions exist on a particular project. Authority further reserves the right to revise these specifications from time to time as new information and products become available. The requirements of the most recent edition shall apply to all projects except where revisions were approved after the preconstruction meeting for that project.

B. ADMINISTRATION

Plan review and project approval shall follow the administrative process outlined in Seacoast Utility Authority's prevailing Service Code and all other directives of the Authority's Governing Board.

C. WORKMANSHIP

All contractors performing any work on a portion of facilities which will ultimately be dedicated to Authority for ownership or which directly interacts with the Authority's system (such as sewer lines) shall be properly licensed to do such work and shall be able to demonstrate through past work history that the contractor is regularly engaged in such construction activities. All work materials and equipment shall be installed in strict accordance with the manufacturers' printed instructions.

D. GUARANTEE

All materials and equipment to be furnished and/or installed on water, sewer or reclaimed facilities by the contractor under any contract on any project for which a developer intends to dedicate said facilities to Authority, shall be new and shall carry a complete, indisputable guarantee against defective materials and equipment and faulty workmanship for a period of at least one year from the date of Authority's final letter of acceptance. In the event that any defective material and/or equipment is discovered within the one year period, Authority will require the Developer or his successors or assigns to replace and/or repair said defects at no cost to Authority and said materials and equipment shall be further warranted for a period of one year from the date of written acceptance of said replacement and/or repair.

E. APPLICABLE CODES, STANDARDS AND SPECIFICATIONS

All design, material and work shall be in strict accordance with all the applicable governmental, regulatory, and testing organizations including, but not limited to, the following:

ANSI - American National Standards Institute

ASTM - American Society of Testing and Materials

AWWA - American Water Works Association

DOH - Department of Health

FDEP - Florida Department of Environmental Protection

FDOT - Florida Department of Transportation

Florida Building Code 2004 and Companion Codes as amended.

NSF - National Sanitation Foundation

OSHA - Occupational Safety and Health Administration

PBCDERM - Palm Beach County Department of Environmental Resources Management

PBCHD - Palm Beach County Health Department

SUA - Seacoast Utility Authority

TSSS - Recommended Standards for Sewage Works

TSSW - Recommended Standards for Water Works

USEPA - United States Environmental Protection Agency

Where conflicts exist between governing agencies, the more stringent shall apply.

F. PLANS AND SPECIFICATIONS

Copies of plans and specifications for all water, sewer and reclaimed projects that will be constructed within the Authority service area shall be submitted to Authority for approval.

Any changes made subsequent to final approval of plans by Authority shall be resubmitted to, and approved in writing by Authority prior to commencement of work.

These specifications shall take precedence over any conflicts which may occur between the approved plans and these specifications or supplemental specifications which the EOR may issue.

If a contractor in the course of his work finds any discrepancy between the approved plans and these specifications or supplemental specifications which the EOR may issue, it shall be his duty to inform the Authority, as well as the EOR, in writing. Until authorized in writing by Authority, any work performed in variance of these specifications shall be performed at contractor's risk.

It is the EOR's responsibility to ascertain adherence to these specifications. In the event that a violation is detected by an Authority representative, the representative shall notify the EOR or his representative verbally and/or in writing.

One copy of the SUA approved plans and shop drawings shall be kept on site at all times during construction.

G. PERMITS

No work shall commence until all necessary permits are obtained as required by the following agencies, including but not limited to:

1. Florida Department of Environmental Protection
2. Florida Department of Transportation
3. Palm Beach County Department of Environmental Resources Management
4. Palm Beach County Engineering Department
5. Palm Beach County Health Department
6. South Florida Water Management District
7. Northern Palm Beach County Improvement District

and any other City, County, State, Federal or private occupational license or permit which may be required. It shall be the responsibility of the contractor, developer or EOR to apply for the necessary permits.

H. PRECONSTRUCTION MEETING

It shall be the responsibility of the EOR to call for, arrange and coordinate a preconstruction meeting prior to commencement of any work on a project. The EOR shall invite the following parties to this meeting: a representative of the utility construction contractor, power and phone,

cable TV, local building department, natural gas companies, architect, developer and any other interested or necessary parties. The purpose of this meeting is to discuss and outline construction methods, scheduling, specific project problems and related items pertaining to the installation of water and sewer facilities. All preconstruction meetings will be held at the Seacoast Utility Authority Administration Building, 4200 Hood Road, Palm Beach Gardens or as otherwise agreed to by Authority. See Exhibit C "Prerequisite Checklist for Preconstruction Conference".

I. SHOP DRAWINGS

Prior to the preconstruction meeting, it shall be the responsibility of the EOR to obtain and review Authority's Shop Specifications List (See Exhibit D). After reviewing, the EOR shall forward the forms to the utility contractor for review and signature. The contractor shall then return them to the EOR for the EOR concurrence and signature. Once executed the EOR shall then return to Authority the originally signed forms. Submission of sufficient forms (Authority will retain two copies) are required.

As stated on the Shop Specifications List, shop drawings need not be submitted for Authority approval if the contractor uses products on this list. Any product anticipated to be used that is not on this list must be approved in advance by Authority. Such approval requires the submission of sufficient copies (four minimum, Authority will retain two copies) of a shop drawing for each product. Shop drawings must be approved by the contractor and EOR prior to submittal to Authority and are required for all non-standard items including, but not limited to, manholes, wet wells, castings, pumps and control panels and telemetry.

J. EASEMENTS

Easements of sufficient width to guarantee unhindered access and proper maintenance to all dedicated facilities and mains shall be granted or obtained by the Developer at no cost to Authority. Where possible, easements shall be provided via plat rather than by instrument. When provided by instrument the easement description and sketch shall be based on the State Plane Coordinate System, Florida East Zone, and North American Datum 1983 with 1990 correction. Minimum easement sizes are as follows:

1. well sites - 50'X50'
2. lift station sites - 40' x 40'
3. side lot line easements - 20' wide
4. standard easements - 12' wide
5. Transmission main easements - 20' wide per pipeline

Types of facilities that require easement widths greater than those shown above include but are not limited to the following:

1. Water and sewer transmission mains > 10" in diameter.
2. Sewer lines with an invert deeper than 8 feet below land surface.
3. Facilities installed where access is limited.

Water and sewer transmission mains >10" in diameter, lift stations, reclaimed metering stations and master meter require utility easements dedicated to the Authority and shall not be located in road or drainage rights-of-way except where main cross same in the perpendicular. In all cases, the Authority standard easement document forms must be satisfactorily completed and recorded before Authority will release the water and sewer certifications to the applicable permitting agencies. All off site easements must be submitted to and approved by Authority prior to the plan approval. Each easement document must include a recordable sketch and description and be signed by all owners, contract lessee, mortgagees and any other parties having recorded claim to the easement property. The Developer shall at his sole expense provide title insurance in a form acceptable to the Authority's legal counsel for each easement not granted via plat. A Florida registered professional surveyor and mapper (land surveyor) must provide a signed and sealed statement that the facilities being dedicated to Authority are located within the described easements and/or rights-of-way as indicated on the record drawings.

K. CONSTRUCTION SAFETY

Authority's signing as the applicant for any required permit does not and will not in any way release the contractor from liability for any injuries, accidents, property damage or losses resulting from said construction.

All work shall be accomplished in a safe and workmanlike manner. The contractor shall comply with all applicable laws and regulations of any public and/or private body having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss; and shall erect and maintain all necessary safeguards for such safety and protection. The responsibility for project safety rests solely and specifically with the contractor. Seacoast Utility Authority and its employees and agents are specifically indemnified and held harmless from any actions of the contractor relating to the safety procedures implemented during construction and from any claims brought by any persons regarding safety, personal injury or property damage.

L. CONSTRUCTION DEWATERING

Construction dewatering activities shall meet all Federal, State and Local requirements. If permits are required, the applicant shall obtain and provide copies to the Authority of the appropriate permit(s) from the regulatory agencies prior to dewatering operation. .

M. NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) - CONSTRUCTION SITE REQUIREMENTS

1. Both State and Federal (EPA) rules must be adhered to for construction activities that require an NPDES Construction Activities Permit. Applicant shall consult current State and Federal regulations to determine applicability and specific requirements.
2. A Stormwater Pollution Prevention Plan (PPP) must be prepared prior to submitting a Notice of Intent (NOI) to the FDEP/EPA. Forms can be obtained from the appropriate agency. To obtain State forms visit the Florida Department of Environmental Protection website at: www.dep.state.fl.us/water/stormwater/npdes

N. EXISTING UTILITY NOTIFICATION AND LOCATION

The contractor shall notify Sunshine State One-Call of Florida, Inc. in accordance with Florida Statute 556 prior to actual commencement of work. The contractor must specifically request any necessary staking of Authority's facilities and the contractor must have a representative present at the time of staking. The contractor shall also notify all the utilities in the area of impending construction prior to actual commencement of work to allow for utility locations. Moving or securing of existing utilities for the convenience of the contractor shall be paid for by the contractor. Drainage pipes are not located through Sunshine State One-Call of Florida, Inc. Contractor is responsible to locate all drainage facilities prior to start of construction.

O. SERVICE LINE LOCATIONS

Contractors and plumbers requesting water and/or sewer service line locations shall provide Authority with minimum of 48 hours advance notice. Authority will identify the general location of the water/sewer services utilizing its electronic service marker locator along with any available "record drawing" information. Developer/customer shall be responsible for all other activities required to locate service lines.

P. UNAUTHORIZED CONNECTIONS AND OPERATIONS OF EXISTING FACILITIES

Connections to Authority's water, sewer and reclaimed water system for any purpose whatsoever are to be made only in the presence of an Authority representative. Unauthorized connections are subject to immediate disconnection, without notice, and such connections shall not take place until it has been approved and settlement is made in full for all penalties, damages and connection charges, etc. caused by reason of such unauthorized connection. Only Authority personnel shall operate valves in the water distribution or sewage transmission systems which Authority owns and maintains. All contractors requiring valves to be opened or closed shall contact Authority. Connections to facilities owned by Authority will not be allowed until contractor has demonstrated to Authority that a sufficient number of competent personnel, all necessary materials, proper equipment and tools are on hand and the site has been properly prepared.

Q. AUTHORITY OF INSPECTORS

Authority representatives may inspect all construction and materials and may also inspect preparation, fabrication or manufacture of components, materials and supplies. The representative is not authorized to revoke, alter or waive any requirements of the specifications, but may call to the attention of the EOR and/or contractor any failure of work or materials to conform to the plans or specifications. The representative shall have the authority to reject materials or suspend the work until questions regarding the specific issue can be referred to and decided upon by all concerned parties. Authority representatives shall in no case act as, or perform duties of the EOR and/or the contractor, nor interfere with the management of the work, and any advice which the representative may give shall in no way be construed as binding on Authority or releasing the Developer, the EOR or the contractor from performing the work according to the intent of the plans and specifications.

R. INSPECTIONS

Inspections will be scheduled during regular working hours only, except for nights when preapproved service interruptions are involved. A minimum of four working days notice shall be given to Authority by the EOR to schedule a required service interruption. These interruptions shall be scheduled on either a Tuesday or Wednesday whenever possible. Work will not be scheduled for weekends or holidays without Authority's written approval.

Authority must be provided with at least two full working days notice for scheduled inspections. Representatives will make routine passes on call to inspect such items as thrust blocks, materials on site and clearances between conflicting lines. Scheduled inspections will be required for jack and bore operations, setting of wet wells, lift station start-ups with manufacturer's representative present, connection to existing facilities, pressure tests, sanitary sewer lapping, sanitary sewer lateral televising, and any other part of construction as deemed necessary by Authority.

It shall be the EOR's responsibility to coordinate inspections and their qualified representative shall be present when required by Authority. A scheduled inspection will be canceled if said representative is not present. The EOR's representative shall arrange and observe pretesting of water mains, force mains and prelamp sanitary sewer mains to verify that these facilities are sound and ready for final testing.

It shall be the contractor's responsibility to provide the necessary equipment and personnel for all inspections, including televising the sanitary sewer laterals. This shall include all safety equipment necessary to meet OSHA requirements. Inspections will be canceled if proper testing or safety equipment is not on site and readily available at the time of the inspection.

Access to the work shall be provided by the contractor for all required inspections. In cases where the contractor has proceeded with work which Authority had requested to inspect or witness without said requested inspection, the contractor shall bear all costs associated with uncovering, retesting, additional testing, or any other means necessary to provide physical evidence as to the acceptability of the work performed by the contractor. Such costs shall be the responsibility of the contractor regardless of whether the work is found to be defective or acceptable to Authority.

S. CONSTRUCTION WATER

Contractor/Developer shall apply for and pay the necessary installation cost and deposits to obtain a water meter from Authority for use in the two inch jumper line used at point of connection to the existing system. This allows metering of all water used during construction of the water and sewer facilities. Any contractor found to be bypassing said meter provided will be subject to the penalties described in the Authority's Water Service Policy. All construction water used shall be billed at the rate approved by the Authority and paid for prior to new service being provided. The jumper meter shall not be used to provide water service to any buildings. Such use shall result in the immediate disconnection of the meter without notice.

T. RECORD INFORMATION

Blueline record drawings, certified by a professional surveyor and mapper (land surveyor) registered in the state of Florida, shall be submitted to Authority 48 hours prior to the request for inspection and testing. Disclaimer statements on record drawings by the surveyor or EOR are prohibited. Record drawings submitted with disclaimers will be returned to EOR and no further inspections or testing will be performed until proper record drawings are submitted. See Exhibit F "Required Information on Record Drawings" for the information required on record drawings. Mylars of the certified blueline record drawing will be furnished to the Authority by the EOR. The land surveyor who prepares the record drawings is required to certify on the record drawings that the constructed facilities are located in easements or rights-of-way as applicable.

Once record drawings are approved by Authority, EOR shall submit record drawings in electronic PDF format with reproducible Mylar.

U. REPAIR TO NEW FACILITIES

Authority will not accept any type of repair including, but not limited to, bell repair clamps, wrap around repair clamps, sleeves (except at tie- ins) or fire hydrant extensions on new facilities being dedicated to Authority. Sanitary sewer structures must be new and undamaged. Connections and structures shall be leak free upon initial installation.

V. LANDSCAPE GUIDELINES

Seacoast Utility Authority guidelines were developed to help prevent damage to its facilities and help to limit damage to landscape plantings caused by the Authority when necessary maintenance and repair activities are performed. The Authority requires landscape plans be submitted as part of the construction plan review process for all projects. New water and sewer service shall not be activated if plantings are installed within the specified area of the Authority's facilities without the approval of the Authority. Property owners that wish to place landscaping in Authority easements will be required to submit proposed plans for approval and to execute Authority's Encroachment Agreement. Landscaping placed near Authority's facilities is at property owner's risk. See Section II-D for guidelines and requirements of the Authority.

Landscape plans submitted to the Authority shall have been reviewed and approved by the governing municipality prior to the Authority approving water and sewer plans.