

# Southwest Suburban Denver Water & Sanitation District

## Contractor Requirements

Service tap repairs shall be completed in accordance with the District standard detail. The District ORC, C&L Water Solutions or District Engineer, Martin/Martin will observe construction of each tap repair to ensure compliance with these standards. When the ORC or Engineer is contacted to schedule a tap repair observation, they will confirm the contractor is installing the tap in accordance with the applicable standard details. Contractors are required to give the ORC or Engineer **48 hours minimum notice** to schedule tap repair construction observations. All contractors that expose the District's buried sanitary sewer infrastructure during the course of their work, including to make a service connection tap repair, must be licensed to work within the District. License applications are provided by the District Manager and one is required for each calendar year.

### **The Contractor is responsible for:**

1. Being a licensed contractor with the District before any work or inspection can be performed. (see attached form)
2. Notifying the District 48 hours in advance of any work or need for inspection.
3. Paying all applicable fees (see attached Fee Schedule)
4. Completing the service tap repair in accordance with the District's standard detail (see attached)
5. Providing a certificate of insurance listing the District as the additional insured. (see attached)

If you have any questions about your responsibility as a licensed contractor, please contact the District Office at 303-674-3379 ext. 200. Please note that any violation of the provisions of the District's Rules and Regulations by a contractor, shall cause the contractor to become liable to the District for any expense, loss or damage occasioned by reason of such violation and for any fines imposed. Each violation will be reviewed by the District's Board and a determination made as to what action will be taken by the District. If a contractor has three or more violations, their license will be revoked, and they will no longer be allowed to perform work within the District.

### District Contact Information

#### **District Manager – Simonson & Associates**

Phone: 303-674-3379 ext. 200  
Nicki Simonson: 720-256-4238  
32045 Castle Court, Suite 103  
Evergreen, CO 80439

Mailing Address:  
P.O. Box 3399  
Evergreen, CO 80437

#### **District Engineer – Martin/Martin**

Phone: 303-431-6100  
Justin Meeks: 720-298-8992  
12499 W. Colfax Avenue  
Lakewood, CO 80215

#### **District Maintenance Contractor/ORC – C&L Water Solutions**

Phone: 303-791-2521  
Terry Ratliff: 303-882-1376  
12249 Mead Way, Littleton, CO 80125

In case of an emergency please call 303-791-2521 and press 4 for the emergency mailbox.

**SOUTHWEST SUBURBAN DENVER WATER AND SANITATION DISTRICT  
APPLICATION FOR LICENSE FOR CONTRACTORS**

DATE \_\_\_\_\_

In compliance with the Rules and Regulations of the Southwest Suburban Denver Water & Sanitation District, I hereby make application for a license authorizing me to engage in the business of contractor, as defined in the Rules and Regulations of Southwest Suburban Denver Water & Sanitation District. In support of this application, make the following statements.

NAME: \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

WEBSITE \_\_\_\_\_

NUMBER OF YEARS IN BUSINESS \_\_\_\_\_

STATE LICENSE NUMBER(S) \_\_\_\_\_

**INSURANCE REQUIREMENTS:** Agree to file Certificate of Insurance for Worker's Compensation and Liability.

\_\_\_\_\_

Application must be accompanied by a \$30 application fee. A renewal of \$15 per calendar year required to keep license current. If license is granted, I hereby agree to comply with all the Rules and Regulations of the Southwest Suburban Denver Water & Sanitation District, a copy of which I have received at this date.

Signature of Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
District Engineer

**SOUTHWEST SUBURBAN DENVER WATER AND SANITATION DISTRICT  
FEE SCHEDULE**

Effective January 1, 2022

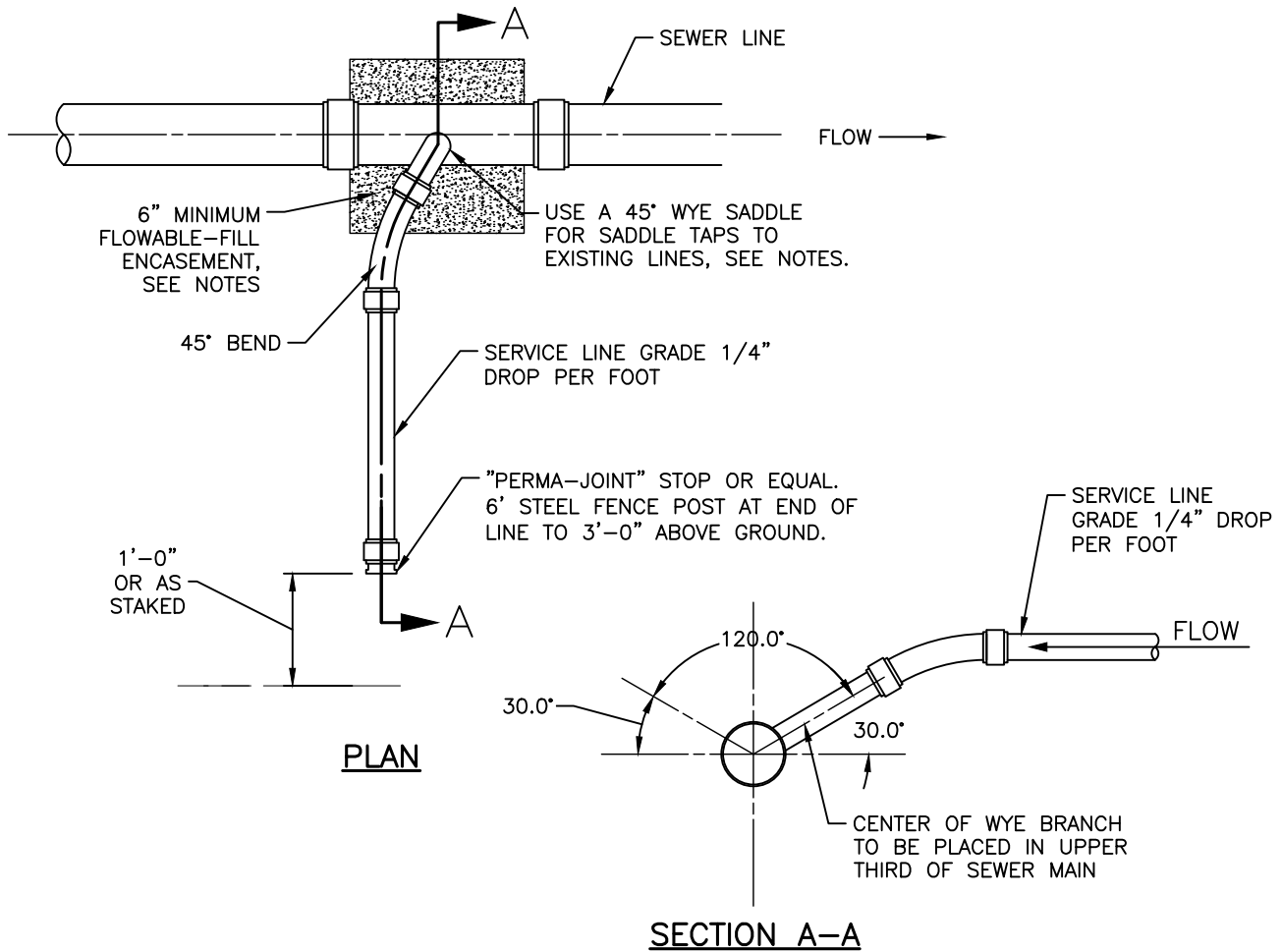
**ANNUAL BILLING FEES**

		Rates	
<b>SEWER SERVICE FEES:</b>			
Single Family:			
District Fee		\$164	Per single family residence (includes \$65 for Capital Reserves)
Metro Treatment Pass-Through Fee		\$151	Per single family residence
		<u>\$315</u>	Total Single Family Residence Fee
Multi-family:			
District Fee		\$119	Per multi-family residence (includes \$47 for Capital Reserves)
Metro Treatment Pass-Through Fee		\$110	Per multi-family residence
		<u>\$229</u>	Total Multi Family Residence Fee
Commercial:			
District Fee		\$3.90	Per 1,000 gallons for AAWU flow (includes \$1.55 per 1000 gallons for Capital Reserves)
Metro Treatment Pass-Through Flow Fee		\$1.22	Per 1,000 gallons for AAWU flow
Metro Treatment Pass-Through Loading Fee	Varies		Based on Metro Loading Standards for Business Types and AAWU flow AAWU Flows for Food Service Operations are based on Fixture Counts
Minimum Commercial Fee = \$315			
<b>DELINQUENT FEES:</b>			
Delinquent Notice Fee:	\$5		Charged to all accounts unpaid after 30 days A billing statement will be mailed to the premises
2nd Delinquent Notice Fee:	\$20		Charged to all accounts unpaid after 60 days A 2nd billing statement will be mailed to the premises and/or known mailing address
3rd Delinquent Notice Fee:	\$50		Charged to all accounts unpaid after 75 days A delinquent statement will be mailed to the premises/known mailing address via certified, return receipt mail informing customer of potential discontinuation of service
4th Delinquent Notice Fee:	\$80		Charged to all accounts unpaid after 90 days Posting of the 5 day water shut-off notice informing customer they have 5 days to pay their account in full to avoid discontinuation of service
Water Shut off or Turn on Fee:	\$50		Fee charged for water to be turned off or on.
Lien Processing Fee:	\$400		Charged to all accounts unpaid after 145 days to cover District costs to file a tax lien with the county (\$50 certified mailing fee is assessed when lien hearing notice is mailed. Remaining \$350 assessed when the lien is filed with the county)

**OTHER FEES AND CHARGES**

Sump Pump Surcharge:	\$150	<i>Monthly for any premise with habital space below grade which has not had an inspection confirming no sump pump is installed or for which a sump pump is installed that discharges to the District's sewer mains (additional fines may be imposed for illegal discharges)</i>
<b>Contractor Licensing Fee:</b>	<b>\$30</b>	
<b>Contractor Licensing Renewal Fee:</b>	<b>\$15</b>	
District Research and Retrieval Fee:	\$30/hr	
Utility Transfer Fee:	\$75	
Insufficient Funds Charge:	\$75	
Charge Back Charge for Credit Cards:	\$75	
<b>Tap Repair Inspection</b>	<b>\$600</b>	<i>If repair must be performed using district mains for access, additional charges will be assessed for district costs incurred to monitor access and condition of district facilities after the repair</i>
<b>Emergency Tap Repair Inspection</b>	<b>\$850</b>	<i>If repair or inspection are performed with less than 48 hour notice</i>
Fee for Grease Trap Design Review and Inspection	\$400	Minimum charge - Actual design and construction costs will be charged to the customer
Commercial Grease Trap Inspection:	\$100	Per inspection, billed annually
Commercial Grease Trap Re-inspection Fee:	\$200	Charged to all customers who fail initial inspection
Commercial Grease Trap Violation Fee:	\$250	Plus actual costs for pumping of grease trap
Fine for Unauthorized Discharges/Pollutants into Main:	\$500	Per day, until unauthorized discharge is stopped
<b>Fine for Unauthorized Sewer Tap Connections:</b>	<b>\$500</b>	<b>Per day, until unauthorized discharge is stopped</b>

DRAWING LOCATION: G:\SPECIAL DISTRICTS\14\_0350-Southwest-Suburban-Denver-WSD\BASE\DETAILS\District\_Standard\_Details\S-7 - DOMESTIC SEWER TAP.dwg



**NOTES:**

1. SEWER SERVICES CONNECTIONS SHALL BE POSITIONED AT EITHER THE 2 O'CLOCK OR THE 10 O'CLOCK POSITION OF THE CIRCUMFERENCE OF THE SEWER MAIN. ON NEW INSTALLATIONS, WYE FITTINGS SHALL BE USED.
2. THE MINIMUM DISTANCE BETWEEN SERVICE CONNECTIONS MADE ALONG THE PIPE SHALL BE 3- FEET. THE MINIMUM DISTANCE FROM EITHER THE BELL OR SPIGOT END OF PIPE SHALL BE 3- FEET. THE MINIMUM DISTANCE FROM CENTER OF A MANHOLE TO A SERVICE CONNECTION SHALL BE 5- FEET. A MAXIMUM OF 4 SEWER SERVICES CONNECTIONS SHALL BE ALLOWED ALONG A 20- FOOT LENGTH OF PIPE. IN ALL CASES, A SPECIFIC SOILS INVESTIGATION SHOULD BE CONDUCTED TO ASSURE THAT THE EXTERNAL LOADING WILL BE WITH IN ALLOWABLE LIMITS REGARDLESS OF THE NUMBER OF TAPS INVOLVED.
3. WHEN TAPPING INTO AN EXISTING UNLINED SEWER MAIN, A WYE SADDLE CONNECTION AND APPROVED CORING METHOD SHALL BE USED. ALL SADDLE CONNECTIONS SHALL HAVE SERIES 300 STAINLESS STEEL STRAPS AND OTHER HARDWARE.
4. WHEN TAPPING INTO AN EXISTING SEWER MAIN THAT HAS BEEN PREVIOUSLY LINED WITH CURED-IN-PLACE PIPE, SLIP-LINING, OR OTHER TRENCHLESS LINING METHODS, AN INSERTA-TEE LATERAL CONNECTION OR APPROVED EQUAL SHALL BE USED. CONTRACTOR SHALL COORDINATE WITH THE DISTRICT REPRESENTATIVE PRIOR TO CONSTRUCTION TO IDENTIFY THE EXISTING SEWER MAIN HAS BEEN PREVIOUSLY LINED.
5. ALL SERVICE CONNECTIONS SHALL BE ENCASED IN A MINIMUM OF 6- INCHES OF FLOWABLE-FILL MATERIAL. FLOWABLE-FILL SHALL HAVE A MINIMUM STRENGTH OF 50 PSI AFTER CURING 28 DAYS.

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**DOMESTIC  
SEWER TAP**

NO.	REVISIONS	DATE	BY
1	GENERAL	5/18	JVM
2	TRACER WIRE DETAILS ADDED	11/19	JVM
3	REVISED TAP DETAIL	8/20	JVM



**Southwest Suburban Denver**  
Water & Sanitation District

## ARTICLE II

### CONSTRUCTION PROCEDURES AND GENERAL REQUIREMENTS

- 6.201 All cost and expense incidental to the installation and connection of the water or sewer service shall be borne by the landowner, subdivider or developer. The landowner, subdivider or developer shall indemnify the Board for any loss or damage that may directly or indirectly be occasioned by the installation of the water or sewer service. No work shall be done by the District on Saturdays, Sundays or holidays unless written permission is granted by the District Manager.
- 6.202 The inspection fee for sewer main connections shall be as provided on the District's Fee Schedule. All permits, fees and licenses shall be paid for by the contractor, plumber or others doing work in the District prior to the start of construction. No work shall start until the District Engineer's office has been notified.
- 6.203 The District Engineer will inspect all sewer taps including stub-ins to the District's sewer mains during construction. The District Engineer requires a minimum of two working days' notice for inspections. Inspection should in no way be considered a guarantee of the contractor's work.
- 6.204 The sewer service line shall be PVC pipe with push on joints or any other material approved by the Board of Directors, subject to the limitations of the Uniform Plumbing Code requirements. The line shall be watertight and on a constant grade in a straight line, and not closer than five horizontal feet from any bearing wall.
- 6.205 Sewer service lines shall be installed in a separate trench, maintaining a ten-foot horizontal separation from the water service line. All sewer service installation shall be in accordance with the specifications of Southwest Suburban Denver Water and Sanitation District, Uniform Plumbing Code, Metro Waste-Water Reclamation District and Jefferson County Building Department.
- 6.206 No sewer tap connection shall be backfilled until construction has been inspected and accepted by the District Engineer. The contractor shall be responsible for maintaining safe conditions until such time as all inspections have been completed and the work accepted by the District.
- 6.207 No connections shall be made to any sewer line of the District, nor shall any service line laterals or extensions be laid or installed except by or under the supervision of a contractor licensed by the District. Prior to making any connection to the sewer system of the District, installing any sewer lines contemplated to be connected to the District system, or repairing of any sewer service within ten (10) feet of the connection to the District's sewer main, which are connected to the District main, the contractor must make application for a "Contractor's License", which application form will be furnished by the District and approved by the District Engineer. A licensed contractor must have at least three (3) years of experience in sewer construction. Before a license can be issued, applicant shall furnish to the District in form and in substance, certificates and copies of insurance coverage that meets the requirements of 6.209. The work on sewer service lines shall be done by approved contractors under the District's supervision, but plumbing work contracted for by an approved

plumbing contractor may be performed by the plumbing contractor through journeyman plumbers or apprentices under their direct supervision and shall meet the Colorado State Department of Health's Technical Plumbing codes.

- 6.208 Revocation of Contractor's License: The violation of any of these Rules and Regulations or the District installation specifications shall constitute sufficient grounds for revocation of the contractor's right to continue to work within the District. Whenever it appears a violation been committed, the contractor shall be sent written notice.
- 6.209 Liability insurance shall be carried by contractors licensed in the District in sufficient amounts to protect the District against any and all claims that may be occasioned by the work of the plumber or contractor. This insurance shall be written with a limit of liability of not less than \$100,000 for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person and not less than \$300,000 for all damages in any one accident and not less than \$500,000 for all damages arising out of the injury to, or destruction of property during the policy period. Worker's Compensation Insurance shall be carried in accordance with the provisions of the State of Colorado.
- 6.210 Upon approval of the District Engineer and upon receipt of the above insurance certificates, the contractor shall pay the license fee in accordance with the District's current fee schedule and such license shall be effective for the calendar year of issuance, subject to its revocation. Said license may be renewed for additional periods of one (1) year each January 1<sup>st</sup>, upon payment of a renewal fee and the furnishing of the required insurance certificates. Failure to renew the license for three (3) consecutive years shall require a new application to be made.
- 6.211 All contractors, plumbers and others doing work on any sewer main, service lines or structures in the District shall comply with applicable District, Jefferson County, Denver or State Highway Department regulations on excavation, backfill, compaction and restoration of surfacing. All excavations required for the installation of sewer service shall be open trench work unless otherwise approved. Pipe laying and backfill shall be performed in accordance with the standard specifications adopted by the District.
- 6.212 All construction work and materials shall meet the standards and specifications of Southwest Suburban Denver Water & Sanitation District, Metro Wastewater Reclamation District, the Denver Board of Water Commissioners and the Technical Plumbing Code of the Colorado State Health Department. The District's specifications may be obtained at the office of the District Engineer. The District's specifications may be more strict than those of other regulatory agencies and shall govern in instances of conflict.
- 6.213 All construction of sewer facilities shall be adequately guarded with barricades and lights so as to protect the public from hazard. Street, sidewalks, parkways, and other public or private property disturbed in the course of the work shall be restored in a manner satisfactory to the District.
- 6.214 Sewer service shall be furnished only to persons whose property is included within the District's boundaries which are subject to the rules, regulations and taxation by the District or as other-wise provided by existing contract.