



Water Tie-In & Scheduled Temporary Interruption

CHECKLIST

The purpose of this checklist is to provide a quick reference for contractors and City inspectors to review prior to any waterline tie in or scheduled water outage. The City recommends that building owners, contractors and water services crews take steps to flush the line prior to reopening.

BEFORE SCHEDULING WORK:

- ◇ Contact the Engineering Division to coordinate construction activities.
- ◇ Submit plans showing location of tie-in and closest street intersection.
- ◇ Follow appropriate regulations and verify all ADEQ and COF permits are obtained.
- ◇ Submit draft notice to be sent to impacted customers.
- ◇ Contractor to coordinate shutdown requests and plans with the Engineering Inspector and Water Services a minimum of 3 weeks in advance.
- ◇ Identify and provide advance notice to all impacted customers 48-hrs (or 96-hrs) prior.
- ◇ Follow appropriate regulations and policies for worker safety and health.

Certain water line tie-ins may require additional accommodations to be made as part of a public health concern. This could include 96-hr advance notices to customers, night work, providing temporary portable bathrooms and bottled water.

