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# CITY OF FAIRFAX

## DEPARTMENT OF PUBLIC WORKS

### Wastewater Lateral Repair and Replacement Program Package

#### Program Description

The City Council approved an amendment to the Wastewater Utility Ordinance during the Public Hearing held on January 10, 2017. The amendment creates a “Wastewater lateral repair and replacement charge” to become effective on April 1, 2017 for the purpose of reimbursing customers for repair of laterals within the City rights-of-way and for replacement of pipe using conventional or trenchless technology.

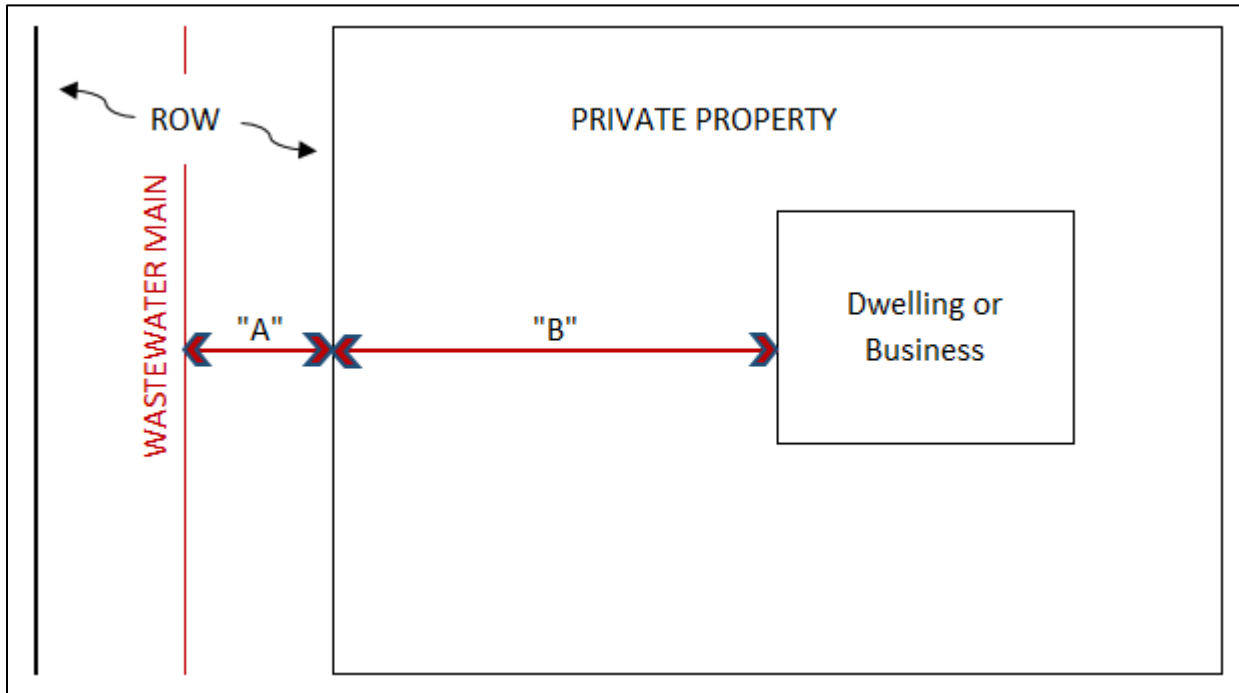
Repairs to wastewater laterals — individual pipelines that carry wastewater from buildings — often involve public rights-of-way. Currently, property owners are responsible for maintenance and repair of these pipelines — all the way to the main within the rights-of-way. Usually invisible for decades, wastewater laterals sometimes require emergency repairs, particularly after a pipeline failure. These repairs must be completed immediately and can cost as much as \$30,000 or more using conventional open trenches. In many cases at least a portion of the lateral runs under a public street, sidewalk or other municipal area.

Repairs are usually corrective and require immediate response. The amended ordinance provides City support in two primary ways; (1) technical advice regarding cost effective methods of repair and replacement, and (2) financial reimbursement for eligible corrective repairs or preventive replacements. The City is therefore establishing lateral repair and replacement support that would share a portion of the costs with customers who experience failures primarily within City streets and easements yet also for complete replacement to avoid future failures.

Because these corrective repairs are so expensive, the City also encourages property owners to obtain additional insurance from their own insurance companies as well as some independent utilities that offer such insurance for lateral repairs.

The Wastewater lateral repair and replacement program is being developed as a Phase 1 approach and is a self-sustaining and dedicated program. Residential and business wastewater customers will be charged \$18 or \$36 per year, respectively, added to each City customer’s utility bill as a separate charge per billing period.

Reimbursements for eligible projects are presented in the graphic below:



Eligibility (using graphic above):

"A" Only	Repairs (more than once and if no fault) Replacement = One Time Only 25% up to \$2,500
"B" Only	No repairs on Private Property Replacement = One time only and if entire length 25% up to \$2,500
"A + B" (Full Length)	Replacement = One Time Only and if entire length 75% up to \$5,000

## How to Apply for Assistance

### **Step 1 – Obtain at least two quotations**

Contact at least two contractors and ask for a camera inspection with video and voice recording of the inspection showing both the house number and the interior of the lateral section considered for repair or replacement. Only one recording is required for an emergency repair or replacement. Two recordings are required for a preventive replacement employing Trenchless Technology. In all cases you must obtain two quotations to ensure competition.

### **Step 2 – Apply with the Wastewater Utility**

Under the Program you must submit a formal application with the Wastewater Utility (attached to this package) prior to engaging an independent contractor to do the work. Primarily you are required to:

Apply for reimbursement before the work is accomplished and include with the application:

1. Two quotations and related descriptions for the work to be accomplished.
2. At least one closed circuit televised video recordation (CCTV) of the interior lateral condition for the entire length to be replaced or section to be repaired.

### **Step 3 – Contract for the Work**

After receipt of recommendations and application approval by the City (this can be accomplished within four hours for emergency repairs), you will contract with the selected contractor. You will be responsible for the work. The City will not manage the contractor and as such will not be responsible for the work product. Your contractor will be expected to provide your project with the Standard of Care required for this region and provide you with a 10-year warranty for labor and materials. The contractor you select must follow the published Program Requirements.

### **Step 4 - Reimbursement**

Upon completion of the work, pay the contractor and provide the invoice and proof of payment to the Wastewater Utility for reimbursement for a portion of the payments made.

## General Permit Requirements

### Department of Code Administration

- A **Plumbing Permit** is required when replacing the wastewater lateral, which has been attached to this package for your convenience.
- Before beginning any work, please fill out the application in full and submit it to the Department of Code Administration.
- Once the Plumbing Permit has been submitted, you'll need to set up a final inspection with the Code Inspectors to review the work that has been completed.
- Once the work has been completed, including the inspection, the permit will be closed out.
- *For more information, please contact the Department of Code Administration at (703) 385-7830.*

### Department of Public Works

- If you are going to be working within the City's Right-Of-Way (i.e. streets, sidewalks and/or easements), you'll need to submit a **Right-of-Way Permit Package** and the associated fees to the Department of Public Works, which has been attached to this package for your convenience.
- Before beginning any work, please fill out the application in full and submit it to the Department of Public Works.
- Once the Right-of-Way Permit Package has been submitted, you'll need to set up an inspection with the Facilities Inspectors to review the work that has been completed.
- Once the work has been completed, including the inspection, the permit will be closed out.
- *For more information, please contact the Department of Public Works at (703) 385-7810.*

# Wastewater Lateral Repair and Replacement Program Application

(Complete all sections of this application.)

Address of Request for Repair: \_\_\_\_\_

The property is:       Owner Occupied       Tenant Occupied       Vacant

Owner(s) of Record: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

If tenant occupied:

Tenant Name: \_\_\_\_\_ Tenant Phone: \_\_\_\_\_

## **Background Information:**

1) Please describe the issues you are experiencing with your wastewater (sewer) lateral: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) How many times in the last five years has your sewer lateral backed up? \_\_\_\_\_

3) What is the sewer lateral's estimated diameter, age, and material? \_\_\_\_\_

\_\_\_\_\_

4) Have you previously applied for the Wastewater Lateral Repair and Replacement Program for this address? If so, when? \_\_\_\_\_

5) How did you hear about the sewer lateral replacement program? \_\_\_\_\_

6) Do you have any private underground utilities on your property? If so, which? \_\_\_\_\_

	Yes	No
7) Do you have an outside clean-out access for the sewer lateral?	<input type="checkbox"/>	<input type="checkbox"/>
8) Do the defects within the line persist outside your property lines (into street, sidewalk, or easement)?	<input type="checkbox"/>	<input type="checkbox"/>
9) Has a private contractor completed a closed circuit televised (CCTV) inspection the lateral? <i>(Required)</i>	<input type="checkbox"/>	<input type="checkbox"/>
10) Do you have a CCTV recording of the interior pipeline available to the City for review? <i>(Required)</i>	<input type="checkbox"/>	<input type="checkbox"/>
11) Have you received at least two proposals or quotations for the repair and/or replacement? <i>(Required)</i>	<input type="checkbox"/>	<input type="checkbox"/>

# **CCTV Submission & Trenchless Technology Verification**

***\*This sections needs to be verified by a certified plumber.\****

## **Means and Methods to Ascertain Pipe Condition**

Please verify the following, all of which are requirements for submission to the City:

- CCTV video is compatible with Windows Media Player, or other standard software for desktop machines.
- CCTV video states and/or shows the property address for record.
- Technician spoke loudly and clearly such that staff can understand the situation being encountered.
- Technician moved the camera to the end of the lateral with the main in sight, then pull the camera back slowly and stopped where any features are of significance with regard to the type of replacement feasible.
- If the camera did not reach the main, the technician provided an extension where the distance remains accurately recorded.
- All blockages and obstructions have been cleared to prove the pipe invert is straight.

## **Ascertaining Suitability for Trenchless Technology**

Please verify the following line items, by placing a check mark in the box to all which applies:

- Tuberculation of Pipe surface is not too excessive to retard a thorough surface cleaning and preparation for CIPP and Pipe Bursting.
- Joints are not offset to the extent that CIPP may be compromised hydraulically.
- Pipe does not sag as exhibited by deep water in the lateral (camera goes underwater) and a later daylight; short sags can be replace to maintain a straight invert.
- Changes in pipe material must be such that a CIPP will not be restricted; that the roundness and invert will be straight.
- Orangeburg invert is not raised in the middle of the pipe signifying that the pipe is failing; CIPP will not be feasible.
- Pipe has not collapsed, either as a result of failing orangeburg, and/or via root intrusion.
- There are no turns in the lateral greater than 15-degrees to retard the use of either CIPP or Pipe Bursting.

Notes:

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## **Utility Business Conditions**

1. Homeowner and business customers of the City, to include our County customers, are eligible.
2. City will not be the responsible management entity. The property owner must provide the management and be fully responsible for selecting the private contractor and for the quality of the work performed by the property owner's contractor.
3. Homeowners and businesses must pay for all repairs and replacements, the City Wastewater Utility will reimburse a portion of eligible repairs and replacements.
  - a. Repairs consisting of repairing a combination of joints or sections in the ROW but not within the private property only,
  - b. Replacements consisting of installing or inserting new pipe in the ROW and/or private property when the work within the private property includes the entire length from the building to the ROW.
  - c. Activities to clean out root infestation or blockage are not eligible (Insurance with Dominion Energy Solutions or American Water Resources is recommended for this function)
  - d. Landscaping is not eligible for reimbursement.
4. When the existing lateral and water service line are in the same trench, relocation of the water service is eligible for reimbursement up to the maximum reimbursement allowance.
5. Repairs and Replacement must not be the result of property owner's abuse or fault.
6. Reimbursement for replacement piping is a one-time obligation of the Wastewater Utility. Repairs within the ROW may be subject to a second reimbursement if the Director of Public Works warrants that the failure was through no fault of the customer.
7. Participants must follow Program Requirements:
  - a. Demonstrate the existing condition of the pipe via use of a closed circuit televised recording of the interior pipeline provided to the City for review. Verify the nature and quantity of Work to be accomplished.
  - b. Provide at least two private contractor proposals or quotations for the repair and/or replacement to the City Wastewater Utility for approval of the preferred proposal, or both, to assure balanced unit pricing, quality of work and method to be accomplished.
  - c. The property owner or private contractor must obtain necessary City Permits and related inspections; of if in the County the necessary County and VDOT permits.
  - d. Agreement with private contractor must include a ten-year warranty.
8. Private contractor will collect and provide to the City the depth of pipe invert at the edge of easement or curb based upon a known surface reference point and will triangulate the location of the connection to the main by virtue of measuring from two known locations. City will collect horizontal and vertical control at a future date for purposes of GIS.
9. Public Works Director will decide if extenuating circumstances warrant different reimbursement percentages on a case-by-case basis.

## **Reimbursement Table**

Type of Activity	%City / %Owner	Maximum Reimbursement for actual payments by the customer
<b>Replacement of Pipeline:</b>		
From the Building to the Main ("A" + "B")	75%/25%	\$5,000
Within the ROW Only ("A")	25%/75%	\$2,500
For Entire Length on Private Property Only ("B")	25%/75%	\$2,500
<b>Repair of Pipeline joints or sections:</b>		
Within the ROW Only <sup>(1)</sup>	25%/75%	\$2,500

(1) Repairs of joints on private property are not eligible.

(2) Easements owner by the City Utility are considered ROW for purposes of this program.

**Ordinance – Chapter 102, Section 102-33 Approved January 10, 2017**

(3) *Wastewater lateral repair and replacement charge.*

Type of Premises	Measure	Amount
a. Single-family dwellings, whether detached, semidetached, duplex or townhouse	Dwelling unit	\$4.50 per unit per quarter
b. Apartments and condominium apartments	Connection	\$3.00 per connection per month
c. Hotels, motels and roominghouses	Connection	\$3.00 per connection per month
d. Commercial or industrial uses and all other uses except those premises specifically set forth above	Connection	\$3.00 per connection per month

Income from the Wastewater lateral repair and replacement charge will be escrowed in a separate account and used solely for eligible reimbursements for wastewater lateral repairs and replacements managed and paid by the customer and for administrative and other direct services provided by the Utility exclusively for wastewater lateral repairs and replacements. Eligibility is based on demonstrated need and meeting program requirements to include substantiation of reasonable costs and City approved installations meeting City Plumbing Code requirements. Eligibility excludes root infestation, blockage removal and owner's abuse or fault.

Reimbursement shall be based on (1) 75 percent of actual payments made by the customer up to a maximum of \$5,000 for replacements from the dwelling or business unit entirely to the main; (2) 25 percent of actual payments made by the customer up to a maximum of \$2,500 for repairs or replacements only within the Right-of-Way; and (3) 25 percent of actual payments made by the customer up to a maximum of \$2,500 for repairs or replacements only within the private property and only for the entire length. Repairs within the private property are not eligible. Reimbursement for replacement of laterals shall be a one-time obligation of the Utility. Repairs within the Right-of-Way are eligible for more than one repair when no fault of the customer.

**Acknowledgment Notice**

The applicant understands and agrees that any reimbursement granted must be exercised in accordance with all pertinent provisions and requirements of the Code of the City of Fairfax, Virginia, and, in particular, the City ordinance regulating *Wastewater lateral repair and replacement charge*. (City Code, Chapter 102, Section 102-33).

The applicant hereby agrees to indemnify and hold harmless the City of Fairfax from all claims for damages to persons or property resulting from the digging up or opening of any street, alley or utility easement within the City by him or his agent or by failure to safeguard such work.

Plumbers need to follow and verify sections regarding "Means and Methods to Ascertain Pipe Condition" and "Ascertaining Suitability for Trenchless Technology" and as attached to this application.

I have reviewed the above minimum Wastewater Lateral Repair and Replacement Program submission requirements and certify that the all aspects of said submission contain all required information and documents necessary for review. I acknowledge upon review of the application, additional information, documents or permits may be required.

\_\_\_\_\_  
**Authorized Applicant** (*Print Name*)

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

Complete and deliver this application, along with closed circuit television footage showing defects within the lateral and a minimum of two private contractor proposals or quotations for the repair and/or replacement by hand, mail, or email to the below address.

*Attn: Wastewater Lateral Program  
City of Fairfax  
Department of Public Works  
10455 Armstrong St, Room 200  
Fairfax, VA 22030*

*Email: [Ann.Delatorre@fairfaxva.gov](mailto:Ann.Delatorre@fairfaxva.gov)  
Phone: (703) 273-6239*